**Meeting Minutes**

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| --- | --- | --- | --- |
| **Date** | **11/03/20** | **Time** | **15:00** |
| **Location** | QMB | **Minutes taken by** | Ruth Gurney |
| **Present** | | Aidan Dolan, Ethan Edwards, Eilidh Strachan, Ruth Gurney | |
| **Apologies** | | **N/A** | |
|  | | | |
| **Item** | **Discussion/action** | **Team member** | **Timescale** |
| Requirements | Group discussed what the requirements of the program should be and summary of requirements / introduction was written. | Aidan Dolan |  |
| Code-sharing method | Decided on use of GitHub for sharing code |  |  |
| Task Allocation | Group discussed which parts of the program should be assigned to each person |  |  |
| Scheduler Class | Ethan Edwards |  |
| Health Professional Class | Aidan Dolan |  |
| Diary Class | Ruth Gurney |  |
| Appointment Class | Eilidh Strachan |  |
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|  |  |  |  |
| Date of next meeting |  |  | Thursday (12/03/20) |

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| --- | --- | --- | --- |
| **Date** | **12/03/20** | **Time** | **15:00** |
| **Location** | QMB Lab 0 | **Minutes taken by** | Ruth Gurney |
| **Present** | | Aidan Dolan, Eilidh Strachan, Ruth Gurney | |
| **Apologies** | | Ethan Edwards | |
|  | | | |
| **Item** | **Discussion/action** | **Team member** | **Timescale** |
| Justification for data structure usage | Discussed reasons why particular data structures were chosen. |  |  |
| Class Diagram |  | Ethan Edwards |  |
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| Date of next meeting |  |  | Monday(16/03/20) |

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| --- | --- | --- | --- |
| **Date** | **/03/20** | **Time** | **15:00** |
| **Location** | QMB | **Minutes taken by** | Ruth Gurney |
| **Present** | | Aidan Dolan, Ethan Edwards, Eilidh Strachan, Ruth Gurney | |
| **Apologies** | |  | |
|  | | | |
| **Item** | **Discussion/action** | **Team member** | **Timescale** |
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| Date of next meeting |  |  |  |