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| **Title of Project:** | Python Trivia Game |
| **Student name:** | Joshua Hore |
| **Supervisor name:** | Benedict Gaster |

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| **Date** | **Meeting Notes** | **Actions** |
| 25/10/2022 | I have been advised by my supervisor to practice using Tkinter to make basic forms as this is a Python library that I hope to use with my project. | I plan to do my own research into Tkinter and see what I can get working on Visual Studio Code by myself. |
| 08/11/22 | My supervisor believes that I am making steady progress and has let me know what I can do next. | I need to think about ten functional and ten non-functional requirements for my project. If possible, I should also design a basic interface for my project in Visual Studio Code using Tkinter. |
| 23/11/22 | I have been told more about the poster that’s due in January. Apparently, I’m supposed to wait until after the final meeting before it’s due as much of it is based around my progress. | As the next meeting is the last one before Christmas, I need to show some signs of progress with the functions. At the very least, I should be looking up how to design a working timer and how to randomly generate questions from a set. |
| 13/12/22 | This is my last meeting before the poster is due. Unfortunately, while I know that the poster is due next month, it’s right at the end, and I have my other modules to look at first. | When I am done with all of my assignments, my thought process will be much clearer. I will hold off on working on the project for now to focus on my other modules, but then, I will start work on the project to prepare for when I need it in by. |
| 24/01/23 | I was the only one at the meeting today, but I asked what I could about the poster, and now that all of my modules are done for now, I think that I can work on this project more. | I will at least attempt to get every part of the poster finished before Wednesday. The most difficult part of the poster for me will likely be the research and testing, but I’m hoping that once I start it, it will get easier to work on. |
| 16/02/23 | Now that my poster is done, I can put much more effort into my project. Ben has sent me some information that may allow me to finally get my timer working. | Before next session, I will at least attempt to research the algorithm and get the timer working. Even if I can’t, then there are sections on the written report that I could do instead. |
| 02/03/23 | I have known for a while but given that I now have only around six weeks to finish my project, I need to work much faster. My timer still has some issues, but I’ve been told that it would be best to leave it and figure out my actual question generating algorithm. | I will make a start on that algorithm, as well as seeing if I can expand my literature review and decide my methodology. |
| 23/03/23 | I have been advised about how I can organise my questions and answers, as well as how I can create an algorithm to choose the questions. | Before next Thursday, I will research permutations and at least have a prototype of it ready to show. |
| 30/03/23 | I have been advised before the Easter break finishes to get my permutations working. | While I am uncertain if I know enough to get them working successfully, I will at least try to do it myself, as well as continue to work on the literature review and will speak to Ben again sometime during the Easter break. |
| 13/04/23 | I have gone through the entire report and what I need to do next, as well as some sample code that may provide hints as to how I can write the permutation code. | I will not only figure out how to adapt this code, I will also finish my literature review, make a start on the diagrams and see what other areas of code I can design. I have begun the last two weeks before I need to hand in the project so I will not waste them. |
| 20/04/23 | I now understand exactly which areas I still need to finish in order to have a report that I can send. The timer is the only missing component in my program before I can declare it at least submittable. | I will work on both implementing the timer and finishing all missing areas of my report. Even now, finishing my report before Tuesday is certainly achievable and I will send my project that day no matter what. However, I still hope to arrange one final meeting. |
| 27/04/23 | I went over my report one last time quickly, just to make sure that I’ve added everything that I need to before the grace period ends. | Now that my report is sent, I think that I would be better off leaving all of my project work as it is for next week. When I’m closer to the date of giving my project presentation then I may arrange one more meeting. |

**You are free to follow your own way of keeping notes. Ideally you should keep the date of the meetings, what was discussed and the way you addressed, or will address it.**