Meeting Date: Wednesday 10:00AM, 9th of November 2022

Attendees:

Kieran: 10:00

Justin: 10:00

Olly: 10:00

Emma: No show

Meeting Overview

Client meeting

We went over the feedback Kieran received from the client meeting earlier in the week. This included the device type we will be expected to use (primarily Android tablets), the tools we need to provide and the way both the user and the administrator want to interact with the tool overall. Discussing these topics allowed us to begin the project plan with a clear picture of what was necessary to meet the client's criteria.

Project Plan development

We discussed how we're going to approach the project plan, what topics and sections need to be included and how we will appropriately plan for each of the criteria. After this, we collaboratively created the outline of the plan within a word document and assigned tasks for each group member to complete.

As discussing the project Justin was putting the outline of the project plan together. Kieran was researching Progressive Web Apps as a solution for the multi-platform problem. Olly was planning the initial sprints.