

CPSC 319 Team Meeting Minutes

General Information

Date: Wednesday, February 6, 2013

Time: 3:00pm – 3:15pm

Location: Couches in ICICS

Members Present: All

Agenda

- 1) How are things looking on the design end?
 - a. Steven/David: any comments or updates you would like to mention?
 - b. How does the design template look so far? Do you think you'll have trouble completing certain sections? Any other comments?
 - We can reuse the UI section from the SRS
 - David and Steven will be working hard on the design this week and will ask for help if they need it
- 2) Environment setup—has everyone gotten VS2012 up and running?
 - Jess, Ryan, and Jacqui need to get VS2012 installed
- 3) Starting on C# training soon—Ryan/Steven: any idea when you can start giving the rest of the team websites or PDFs to look at for C#?
 - a. David/Steven: Any comments about what you've seen so far about .NET?
 - Ryan: put tutorials on the website/email by end of the week
- 4) What are we going to do for the rest of the week moving forward
 - a. Are we going to start implementing alongside design or are we going to wait?
 - b. What deadlines are coming up? Who will be working on what?
 - SRS team will be “resting” this week and working hard on the SRS this weekend
 - We want the design stuff done by Monday
 - Project plan—jump on when needed; Jon will be working on it today and tomorrow
 - All members need to get their development environment set up prior to the start of the implementation phase

- 5) Project plan update
 - Jon is working on right now and will continue to work on it today and tomorrow
- 6) Website update
 - a. We need to make sure our minutes/agenda go up promptly—would anyone like to take on the task of helping Jon out in case he forgets?
 - Check project page and remind Jon if necessary

To Do

Steven

- Design documents
- Coordinate with Ryan about what tutorials to send to the team
- Start brushing up on C#

Ryan

- SRS
- Send tutorials to the team
- Set up development environment
- Start brushing up on C#

Jon

- Update the project page with the minutes
- Project plan
- Start brushing up on C#

David

- Design documents
- Start brushing up on C#

Jacqui

- SRS
- Set up development environment
- Start brushing up on C#

Jess

- Make the Google Doc for the design template
- SRS
- Set up development environment
- Start brushing up on C#

Extra Notes

As Monday will be a statutory holiday (Family Day), Monday's meeting will be cyber based. Jess will set up a Google Doc with the agenda and all Team One members are asked to go check the document and put down their thoughts. Jon will then put this document on the project page.