

CPSC 319 Team/TA Meeting Minutes

General Information

Date: Monday February 04, 2013

Time: 5:00pm – 6:00pm

Location: X151

Members Present: All

Agenda

- 1) Project leader's project status update
 - On track with the SRS handed in and the project plan ongoing
 - This week we shall be working on the design phase before heading into implementation next week
- 2) Phase leader's phase status update
 - People helping with the requirements will need to work this weekend after changes to the SRS are handed back
 - We did have extra questions but Neil quickly answered them already
- 3) What are we starting to look at in preparation for the next phase
 - We don't actually know what work we have to do because we don't know what the design plan template looks like
 - The SRS will be an ongoing project this weekend
 - We will be interlacing the system and program design
 - Members will jump onto project plan as needed
 - o As the project plan is not outward facing, we will not be spending as much time as the SRS on it
 - Looking into implementation phase
 - o David and Steven have looked into the .NET project structure
 - o We will be using GitHub as a source control
 - o We will probably start setting up a VM as a sandbox testing environment sometime

4) Work that will be done in the upcoming week

Steven

- System/Program design

Jacqui

- SRS
- Project plan as needed

Jonathan

- Project plan

Ryan

- SRS
- Project plan as needed

Jessica

- SRS
- Project plan as needed

David

- System/Program design

5) Last week's work report (what was done, what was missed and why, and how slippage will be accounted for)

Steven

What was done: System/program design, SRS review

What was missed and why: None

How slippage will be accounted for: None

Jacqui

What was done: SRS

What was missed and why: None

How slippage will be accounted for: None

Jonathan

What was done: Project plan, SRS feedback

What was missed and why: None

How slippage will be accounted for: None

Ryan

What was done: SRS

What was missed and why: None

How slippage will be accounted for: None

Jessica

What was done: SRS

What was missed and why: None

How slippage will be accounted for: None

David

What was done: System/program design, SRS review, UI mockups

What was missed and why: None

How slippage will be accounted for: None

- 6) What needs to be done between now and next meeting (which is on Wednesday)

Steven

Start of design phase—look into what you need and how many people you need

Jacqui

Help as necessary until the SRS comments are back.

Jonathan

Project plan

Ryan

Help as necessary until the SRS comments are back.

Jessica

Help as necessary until the SRS comments are back.

David

Start of design phase—look into what you need and how many people you need

To Do

To be determined

Extra Notes

None