

Practical Project - Iteration #3

Group Meeting Report 9

Date: 12/06/2023

Time: 1:00pm-3:00pm

Location: PM129

Notice of Meeting and Agenda

Sponsor: Ian Allan **Name of Group:** Tairawhiti Group
Group Lead: Ian **Note taker:** Jody
Attendees: Ian, Jody, Joe, Linkin, Phillip, Steve
Absent: None
Please bring: USB Stick
Agenda items: 1. Process Improvements and Quality Assurance
2. User Acceptance Testing

Minutes

Agenda Item 1: Process Improvements & Quality Assurance **Presenter:** Ian

Discussion:

We had a lecture on process improvements and Quality Assurance (QA).

Conclusions:

Enter conclusions here.

Action items	Person responsible	Deadline
✓ Lecture	Ian	12/06/23

Agenda Item 2: User Acceptance testing activity **Presenter:** Ian

Discussion:

User Acceptance testing document.

Conclusions:

We came up with a user acceptance document for the Parkmate app, thus learning about UAT and wording of UAT testing documents.

Action items	Person responsible	Deadline
✓ Activity 7A (Parkmate app UAT)	All	12/06/23

Action items	Person responsible	Deadline
✓ Group discussion	All	12/06/23

Agenda Item 3: Git lab – publish website

Presenter: Ian

Discussion:

We published our website on Git pages.

Conclusions:

Website was successfully published on Git Hub Pages.

Action items	Person responsible	Deadline
✓ Clone repo	All	12/06/23
✓ Download files and add to repo	All	12/06/23
✓ Create website through Pages app on Github	Joe	12/06/23
✓ Check website is online	Ian	12/06/23

Other Information

Links:

Website: <https://jo3al3x.github.io/Agile-Projects/>

Git Hub repository: <https://github.com/jo3al3x/Agile-Projects.git>

Date of next meeting:

18/06/23