

Practical Project - Iteration #3

Group Meeting Report 9

Date: 12/06/2023

Notice of Meeting and Agenda

Time: 1:00pm-3:00pm

Location: PM129

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, then we all worked to create a user acceptance testing document for it.

Conclusions:

Website was successfully published on Git Hub Pages.

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