**COMP208 – Group 40 - Meeting Minute 02**

*Held in the Harold Cohen Library, Group Study Room 3E at 11:00 on 12/02/2020.*

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| **Members Present:** | | |
| LJ | Lloyd Jones | Chair / Secretary |
| DP | Daniel Ponturo |  |
| BC | Bobby Chase-Davies |  |
| LS | Lachlan Smith |  |
| JC | Jordan Clewlow |  |
| TB | Tyler Bunsie |  |

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| **Points Raised:** | |
| 1. **Reviewing Work Done For the Requirements**   The first course of action was to go through each individual part of the requirements, check the quality, make notes on corrections and then ensure they were all available on the GitHub repository.  *Lloyd* went over the mission statement he had produced, which was deemed to be of a sufficient quality, though some slight rephrasing was done to remove a few over-used words.  *Jordan* had produced a set of mission objectives with some deemed as necessary, but some highlighted as points to be discussed. Some of the objectives covered topics best discussed in other parts of the document, so they were removed, and other points were clarified to ensure the requirements document was cohesive between members.  *Daniel* showed his system boundary diagram, which initially had an extra user type, but was otherwise as it should be.  *Lachlan’s* use case diagram had the right use cases, but was not fully structured in regard to authentication of users, so he set to make some adjustments later that day. The user views showcased the correct types of users, with the majority of the services we wish to provide to each user.  *Bobby’s* transaction requirements also had some requirements that were highlighted for discussion, and after removing/adding/modifying the requirements, a new document was shared to the GitHub page.  *Tyler’s* system requirements had previously been discussed in the discord, with other users highlighting potential additions to requirements, which were then changed to ensure cohesion.  *Lloyd’s* Gantt chart was initially in *Agantty*, which ended up providing a clumsy view of the planning, so other members recommended the user of access / excel for a clearer and more effective Gantt chart. Alongside this, the rest of the planning was approved of, including the idea to finish the requirements early to allow for more flexibility with the implementation.   1. **Assigning Work for the Design**   The task of designing the interfaces was seen as integral for our system, since ease of use is important for learning applications. Due to this, the interface design was taken by *Jordan* and *Lachlan*.  *Bobby* offered to do the transaction matrix since he had performed the transaction requirements in the previous section.  *Tyler* decided to do the logical table structure and the physical table structure, since the two depended on each other.  The group decided that business rules would likely be arbitrary, and that they could be excluded for now.  *Lloyd* took the global logical data model as well as the usual planning / meeting updates.  Danielwas happy to do the data dictionary, meaning each part of the design had been split up.   1. **The Next Meeting(s)**   The next meeting was set to be a review of the currently completed design work, with the meeting following serving a similar purpose to this current one as a way to combine the work and plan the next stage of development.   1. **Final Notes**   All of the completed project files were updated and put into the same place on the GitHub page, with Lloyd finishing the updated planning document later that day, after which Daniel would create a combined document and do a final check for consistency between parts. | LJ  JC  DP  LS  BC  TB  LJ  JC/LS  BC  TB  LJ  DP  LJ |