**Team Members**

David Bartz

Karen Gilmer

Ian Stewart

**Minutes for the Week of 23 January, 2012**

**Date:** 23 January, 2012  
**Time:** 7:00pm  
**Location:** Barberitos, Downtown Milledgeville  
**Present:** David Bartz, Karen Gilmer, Ian Stewart  
  
**1:** Meeting with Client #1

Client #1 wants a redesigned front-end to the way his organization views and interprets data. The client described his organization’s current data model and expressed a vital interest in increasing the speed of the operation. The team recommended transferring the current Excel file model to a SQL database. The team would then provide a web-based front-end to view, interpret, and modify the data according to specification. The client expressed interest in this approach but yielded that his organization will be reluctant to establish a server hosting a SQL database.

**2:** Discuss viability of proposed project

After the meeting, the entire team stated concerns regarding the scope of the project and whether it constitutes enough work for 14 weeks. David reiterated that the project is entirely dependent upon the client allowing the team to create a database hosted on a central server, an issue the client was not certain could be fulfilled. The entire team expressed hesitancy to commit to the project and a desire to continue searching for additional clients.

**3:** Discuss other potential clients

David described a potential lead with a professor in the GCSU Department of Mathematics; the project would be developing software to distribute computation among video graphics devices, but no other specifics were known. Karen then discussed her lead on a client working with the Chilean public transportation system; the project would involve web programming and constructing queries in an in-place database. After discussing viability, amount of work, and whether the projects incorporated fundamental Computer Science ideals, the team agreed to follow up on the lead within the GCSU Department of Mathematics and definitely not commit to the Chilean public transportation project.

**Goals:**

David Bartz is to follow up on the lead within the GCSU Department of Mathematics and schedule a meeting with the client. Karen Gilmer and Ian Stewart are to continue canvasing for clients.

**Date:** 25 January, 2012  
**Time:** 2:30pm  
**Location:** Chick-Fil-A, GCSU Campus  
**Present:** David Bartz, Karen Gilmer, Ian Stewart  
  
**1:** Meeting with Client #2

David and Karen met with Client #2 however Ian was unable to attend. The client wants a program that will interpret satellite images and sort them according to topography. The client has the crucial algorithms designed as well as the interpreter program written; he would want us to rewrite the interpreter using a graphics device-specific framework and compiler to distribute the computational load across the cores of a video graphics device, significantly lowering the program’s running time.

**2:** Discuss viability of proposed project

The client did not appear to have a clear vision of what he had, what he needed, nor where he wanted the project to go. The client’s goal is to use the program as part of larger research and would require a longer commitment to both design and maintenance than the team is able to give. The team concluded that the amount of work required and the overall time commitment the client is looking for is more akin to a research assistant than a software engineering team. The team unanimously agreed not to commit to the project.

**3:** Meeting with Client #3

Client #3 wants to be able to quickly query a set of data to find volunteer programs that match the wants and schedules of GCSU students. Currently, agents within the organization must recall the information from memory, leading to some programs being overloaded with volunteers and others with hardly any. The team recommended a SQL database to store the data and a web-based front-end to access and modify the data. The client was very interested in the idea, however expressed that the exact workings of the solution are irrelevant as long as the end product is easy to use and modify. The client assured the team that he could get any reasonable hardware or software requirements cleared through GCSU, including a server to host the database.

**4:**    Discuss viability of proposed project

The team unanimously expressed that the scope of the project is appropriate for the 14 week time limit and that the database design constitutes sufficient fundamental Computer Science ideals. The team then unanimously decided in favor of the project.

**Goals:**

The team will need to schedule another meeting with Client #3 to take stock of exactly what data the client has and exactly what data the client needs. The team will also need to discuss some elementary interface design to get a rough feel for the way the client wants the front-end to look. Once those specifics are gathered, the team will need to begin constructing a written plan describing client specifications, data models, and work distribution among other things.

**Team Members**

David Bartz

Karen Gilmer

Ian Stewart

**Minutes for the Week of 30 January, 2012**

**Date:** 1 Februarary, 2012  
**Time:** 2:30pm  
**Location:** GCSU Library  
**Present:** David Bartz, Karen Gilmer, Ian Stewart  
  
**1:** Showing Mockup Ideas and Discussing Layouts

We met as a group to discuss and combine our different ideas about the interface layout. David and Karen shared mockups they had created. We gave our opinions on both designs and conversed about what should be kept and what should change. We agreed on common features and decided to unify both designs in a separate mockup.

**2:** Outlining the Specification Requirements Report

Once we clearly understood the direction of the interface, we outlined the Specification Requirements Report. David, Karen, and Ian all contributed to the ideas while Karen typed the outline in a shared Google Document.

**Goals:**  
  
Once we had a unified vision and the main ideas outlined, our goals were combine the mockup ideas and individually modify the document into an official Specification Requirements Report.

**Date:**  2 February, 2012  
**Time:** 2:30pm  
**Location:** The GIVE Center, GCSU Campus  
**Present:** David Bartz, Ian Stewart  
  
**1:** Review of Specification Report with Client, Paul Sedor

Met with the client so that he could review the specification report and give any vital feedback before he gave his OK and signed it. He read the entire report and asked only a few questions to clarify the language within it. After we answered his questions, he signed the report without issue.

**2:** Discussion of Basic Interface Layout and Design

Paul had some questions about some features that he would like to see implemented in the final version of the product. Most of what he said was reiterating discussion from the previous meeting, however he did go further in depth regarding referrals. He said specifically that database entries for agencies would need to include what type of referral the agency requires: full or limited. He also said it would be nice if we could store directions to an agency to aid volunteers. Finally, he also mentioned that it is possible for a single agency to be in charge of multiple programs so we will need to design our database accordingly.

**Goals:**  
  
The team will need to take into account all of Paul’s desired features and additions to the original design as we progress further into planning and developing the software package.

**Individual Contributions**

**David Bartz:**

Created a first draft set of mock-ups using balsamiq, on Jan 30.  As well I setup the meeting that we had with Paul for this week, for him to sign off on the specification report.

**Karen Gilmer:**

I created an initial mockup to bring to the team meeting on Wednesday, Feb 1. This mockup was compared and contrasted with the one David created to help us decide a unified path for the interface development. Once we had decided on what features were to be kept, added, and removed, I designed the unified mockups based on our decisions as a team. During the same meeting, we discussed the ideas of the Specifications and Requirements Report. As David and Ian contributed their ideas, I typed up an outline into a shared Google Document to allow for individual modification. I also aided Ian in the final touches of the Specifications Report.

**Ian Stewart:**

Took the outline of the Specifications Report that the team created together and filled in the gaps and typed it for submission.

**Team Members**

David Bartz

Karen Gilmer

Ian Stewart

**Minutes for the Week of 6 February, 2012**

**Date:** 9 Februarary, 2012  
**Time:** 5:00pm  
**Location:** GCSU Library  
**Present:** David Bartz, Karen Gilmer, Ian Stewart  
  
**1:** Finalizing Database Layout, Use Case Diagrams, and Class Diagrams

We’d discussed briefly in class regarding the division of labor; David agreed to design the database layout, Karen the use case diagrams, and Ian the class diagrams. Later in the week, we met as a group to discuss our progress and ideas. We made a brief list of changes that needed to be made before submission and agreed to have them ready for Friday.

**Goals:**  
  
After the meeting, our goals were to individually modify our portions of work based on the the changes discussed in our group meeting.

**Individual Contributions**

**David Bartz:**

After we created the first version of the database layout, I went back and wrote the SQL statement to that would create the database and tables for us.  It was during this process that I decided to change a couple of the design elements to normalize the database more, and I modified the Diagram to reflect the changes, which were approved at our meeting on Thursday.

**Karen Gilmer:**

My designated portion of work this week was to design the use case diagrams. I used the Lucid Chart website to design a rough draft of the diagram. I modified the use case diagrams after meeting with my team mates on Thursday to discuss possible changes.

**Ian Stewart:**

I was to design UML diagrams of any functions and classes the server-side PHP code would require. After compiling a list of functions already present in the PHP MySQL API, I designed a few specialized functions we would also need. One of the roadblocks in our code would be the SQL statements executed against the database; given that SQL statements can grow quite complex, I designed a series of classes to ease the creation and execution of SQL statements.

**Team Members**

David Bartz

Karen Gilmer

Ian Stewart

**Minutes for the Week of 13 February, 2012**

**Date:** 13 February, 2012  
**Time:** 5:00pm  
**Location:** GCSU Arts & Sciences room 143  
**Present:** David Bartz, Karen Gilmer, Ian Stewart  
  
**1:     Project Plan, Milestones, Activity Chart, Pert Chart, and Interaction Diagram**

We met to discuss and complete the week’s deliverables. We first put together our project plan. We then used the project plan to create our milestones and decide the duration for the various milestones. Ian and Karen worked on the milestones and interaction diagram while David worked on the activity and pert charts.

**Goals:**

Begin formulating the code framework upon which the team will build the final software package and that adheres to the project plan.

**Individual Contributions**

**David Bartz:**

As a group we discussed and typed in the project plan, after which I took the milestones and put them into the Pert chart and the Activity chart.

**Karen Gilmer:**

I worked on the project plan with both Ian and David. Ian and I split the work on the milestones and the interaction diagram.

**Ian Stewart:**

Worked on the project plan with David and Karen. Once the plan was complete, Karen and I finished the milestones table and put together the interaction diagram.

**Team Members**

David Bartz

Karen Gilmer

Ian Stewart

**Minutes for the Week of 20 February, 2012**

**Date:** 26 February, 2012  
**Time:** 2:00pm  
**Location:** GCSU Library  
**Present:** David Bartz, Karen Gilmer, Ian Stewart  
  
**1:     Team Responsibilities**

The team met to look over the project milestones we created the week before and divide the work up amongst the three of us as evenly as possible.

**Goals:**

Goals for the next week were to begin Unit One coding and complete the Unit One Test Plans.

**Individual Contributions**

**David Bartz:**

Discussed how to best divide the workload across the group to match our individual skills and preferences. I said I prefer to work on the database design.

**Karen Gilmer:**

Discussed how to best divide the workload across the group to match our individual skills and preferences. I said I prefer to work on the User Interface design.

**Ian Stewart:**

Discussed how to best divide the workload across the group to match our individual skills and preferences. I said I prefer to work on the server-side scripting.

**Team Members**

David Bartz

Karen Gilmer

Ian Stewart

**Minutes for the Week of 27 February, 2012**

**Date:** 27 February, 2012  
**Time:** 5:00pm  
**Location:** GCSU Library  
**Present:** David Bartz, Karen Gilmer, Ian Stewart  
  
**1:     Unit Test Plan**

We met to discuss the test plans for each member’s Unit 1 responsibilities. We wrote out expected test cases once our code is complete and discussed what our expected results would be.

**Goals:**

The goals for this week are to each complete the milestones of our Unit 1 responsibilities. Once milestones are completed, we can begin testing and merging the pieces.

**Individual Contributions**

**David Bartz:**

Discussed and developed my portion of the Unit 1 Test Case, and completed unit one of the project, collecting data, organizing it, and importing it into the database.

**Karen Gilmer:**

Completed the web design for milestones 2.1 and 2.2.1, creating the login and home page with the advanced search feature. Discussed and developed my portion of the Unit 1 Test Case Plans.

**Ian Stewart:**

Completed writing the code for and developed the Unit 1 Test Case Plan for my portion of the Unit 1 milestones.

**Team Members**

David Bartz

Karen Gilmer

Ian Stewart

**Minutes for the Week of 5 March, 2012**

**Date:** 8 March, 2012  
**Time:** 5:00pm  
**Location:** GCSU Library  
**Present:** David Bartz, Karen Gilmer, Ian Stewart  
  
**1:     Unit 2 Test Plan**

We met to discuss the test plans for each member’s Unit 2 responsibilities. We wrote out expected test cases once our code is complete and discussed what our expected results would be.

**Goals:**

The goals for this week are to each complete the milestones of our Unit 2 responsibilities. Once milestones are completed, we can begin testing and merging the pieces.

**Individual Contributions**

**David Bartz:**

Discussed and developed my portion of the Unit 2 code and Test Cases.

**Karen Gilmer:**

Discussed and developed my portion of Unit 2  and the corresponding Test Case Plans.

**Ian Stewart:**

Completed writing the code for and developed the Unit 2 Test Case Plan for my portion of the Unit 2 milestones.

**Team Members**

David Bartz

Karen Gilmer

Ian Stewart

**Minutes for the Week of 12 March, 2012**

**Date:** 14 March, 2012  
**Time:** 2:00pm  
**Location:** GCSU Library  
**Present:** David Bartz, Karen Gilmer, Ian Stewart  
  
**1:     Unit 3 Test Plan & Integration Test Plan**

We met to discuss the test plans for each member’s Unit 3 responsibilities. We wrote out expected test cases and discussed what our expected results would be. We then utilized our Specifications Report to begin our Integration Test Plan.

**Goals:**

The goals for this week are to continue working on our milestones and begin integration of our code segments.

**Individual Contributions**

**David Bartz:**

**I**an and I worked on creating queries and php functions to reduce the amount of queries and maximize both function and readability of the code.

**Karen Gilmer:**

Discussed and developed my portion of Unit 3 code and the corresponding Unit 3 Test Case Plans. Worked with the team to document the Integration Test Plan. Continued working on the GIVE Center website design.

**Ian Stewart:**

Worked closely with David to develop PHP classes and functions that maximize the effectiveness of commonly-used SQL queries. Aided in creation of object model to ease creation of SQL statements and reduce chance for error. Developed my portion of the server-side PHP code and worked with the team to document the Integration Test Plan.

**Team Members**

David Bartz

Karen Gilmer

Ian Stewart

**Minutes for the Week of 26 March, 2012**

**Date:**  March 24, 2012  
**Time:** 2:00pm  
**Location:** Arts & Sciences 143  
**Present:** David Bartz, Karen Gilmer, Ian Stewart  
  
**1:**

Met to continue integrating our phases. Unveiled some compatibility issues and discussed how we would handle the changes.

**Goals:**

Goals are to individually work on re-coding the changes discussed for compatibility. Reconvene after the break and try to integrate again.

**Date:**  April 2, 2012  
**Time:** 1:00pm  
**Location:** GCSU Library  
**Present:** David Bartz, Karen Gilmer, Ian Stewart  
  
**1:**

Met to review our coding changes since the last meeting. Discussed revised integration and manipulated code to ease the transition.

**Goals:**

Integrate and test our newly renovated code segments.

**Individual Contributions**

**David Bartz:**

Met numerous times with Ian to discuss data structures and to implement passing of data from database to Javascript.  Also discussed and implemented a strategy for database access and security as well as login credentials for the users.

**Karen Gilmer:**

Integrated Javascript into my HTML / CSS code so that we could conserve memory and the user could interact with a single page instead of reloading information from the database. Made minor design changes to accommodate the data to be imported.

**Ian Stewart:**

Worked with David to find an optimal solution to a problem that had been plaguing me for a while: how best to transfer data from the database to the web page for later use. Worked out how to store the username and password required to establish a connection with the database so as not to jeopardize the security of the database. Also worked out the specifics behind validating user login credentials.

**Team Members**

David Bartz

Karen Gilmer

Ian Stewart

**Minutes for the Week of 2 April, 2012**

**Date:**  7 April 2012  
**Time:** 12:00pm  
**Location:** Arts & Sciences 143  
**Present:** David Bartz, Karen Gilmer, Ian Stewart  
  
**1:**

Met to continue integrating our phases. Continued working on integration issues.

**Goals:**

Resolve all integration issues and prepare for in-class testing

**Individual Contributions**

**David Bartz:**

Met with Ian to test and troubleshoot PHP code. Fixed bugs in the database upload scripts as well as the scripts that query the database to build objects for passing client-side.  Backed up database.

**Karen Gilmer:**

Made cosmetic changes to the website to help resolve some integration issues.

**Ian Stewart:**

Met with David to help troubleshoot various server-side scripting bugs both in his code as well as in mine; found tons and corrected as many as we found. Also created scripts to redirect users to the login page should they try to access a page before properly logging in. Login exceptions including problems connecting to the database and trying to login with non-existent username/password combinations are handled gracefully.

**Team Members**

David Bartz

Karen Gilmer

Ian Stewart

**Minutes for the Week of 9 April, 2012**

**Date:**  10 April 2012  
**Time:** 6:00pm  
**Location:** Arts & Sciences 143  
**Present:** David Bartz, Ian Stewart  
  
**1:**

Met to continue debugging server-side code for the in-class demonstration on Wednesday.

**Goals:**

Fix all bugs in the database query code and connect client-side modules dependent upon bug-free server-side code.

**Date:**  13 April 2012  
**Time:** 9:00am  
**Location:** Atkinson Hall 309  
**Present:** David Bartz, Karen Gilmer, Ian Stewart  
  
**1:**

Met to continue debugging and connecting client-side and server-side modules. Also began incorporating changes based upon feedback from the in-class demonstration.

**Goals:**

Resolve all conflicts and finalize the project.

**Individual Contributions**

**David Bartz:**

Ian And I worked together to make sure the data was making it to the client, and that if information was missing it would be properly handled.  I also worked with Ian to create a module for updating information already in the database in the friendliest way possible to both the user and the existing structure.

**Karen Gilmer:**

I worked on the administrative section of the GUI, creating text fields that the user would fill in to modify or make additions to the database. I also worked with Ian to implement some changes in the layout design based on classroom feedback.

**Ian Stewart:**

I worked with David to debug SQL queries and PHP scripts that were interfering with data transmission to the client. Worked with Karen on enhancements to the interface based on feedback from the class.

**Team Members**

David Bartz

Karen Gilmer

Ian Stewart

**Minutes for the Week of 16 April, 2012**

**Date:**  19 April 2012  
**Time:** 5:00pm  
**Location:** Arts & Sciences 143  
**Present:** David Bartz, Ian Stewart, Karen Gilmer  
  
**1:**

Met to continue debugging and connecting client-side and server-side modules.

**Goals:**

Resolve all conflicts and finalize the project.

**Individual Contributions**

**David Bartz:**

Worked on getting banner image upload to operate.  Fixed bugs in interest and hours queries for dynamic loading of data.  As well, worked out bugs for update scripts.

**Karen Gilmer:**

Modified the layout, worked to make sure that the Administrative client side received all necessary data from the user. Improved visual aspects suggested in the classroom feedback session. Began implementing the help feature of the website.

**Ian Stewart:**

Debugged server-side queries, finished quick and advanced search features, dynamically-loaded dropdown boxes for Admin page, created and implemented the communication mechanisms that allow the Admin page to tell the EditPage what the user would like to add or edit.