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| Group Project Meeting 4 | | | | | |
| Minutes | | **03/03/2011** | **12h00🡪12h30** | | **JKCC** |
| Participants : Present – P / Absent – A / Absent without notification - X | | | | | |
| P | | Yannick Montesi (Project Leader, Minute Taker, Chairperson) | | |
| P | | Jasmin Terrien | | |
| P | | Edwin Chicouard | | |
| A | | Rodolf Rick | | |
| P | | Tasin Zarkoob | | |

Previous Meeting :

According to a bad timing and a lack of understanding, the meeting of Tuesday, February 22th 2011 didn’t took place.

## Discussion Items :

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|  | Action Items | Decision(s) |
| 1. | Implementation and Testing Phases | These phases will be processed until the end of the project. |
| 2. | UML Diagrams | Some UML Diagrams must be created in order to reflect the UML analysis. |
| 3. | Testing Phase (Application / Website) | Different documents for testing the website and the application must be created. There are 2 types of documents : Test Plan, and Error Report. |
| 4. | Testing Phase (Public) | A questionnaire must be envisaged for the Public Test Processing Phase of our project in order to make some change and get some feedbacks. |
| 5. | Personal Report | Each member should start his personal report. |

To do for the next week :

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| Actions to do | Description | Person(s) in charge |
| UML Diagrams | Diagrams for reflect the UML analysis. | Edwin |
| Website Test Plan Document | Creation of a test plan. | Rodolf, Edwin |
| Application Test Plan Document | Creation ofa test plan. | Jasmin, Tasin |
| Design Application and Website | Some webite design must be finished. | Tasin |
| Public questionnaire | A questionnaire must be envisaged, but will be complete only when application or website will be ready to be shown. | Yannick |
| Document | A structure will be envisaged for final group report. | Yannick |
| Project Name | Think about a name for the project | All members |

Next meeting :

Thursday March 17th 2011.