[Database Evaluator] Meeting Minutes

|  |  |  |
| --- | --- | --- |
| **Meeting Date** | **Meeting Time** | **Location** |
| [04/10/16] | 11:00 am | [Level 7 T block] |

|  |  |
| --- | --- |
| **Meeting Leader** | Changming Wu |
| **Meeting Purpose** | Review the status of project for week 12 and demonstrate the demo of product |
| **Project Purpose** |  |

|  |  |
| --- | --- |
| **Participant Names** | **Attended?** |
| Steve McKinlay | Y |
| Changming Wu | Y |
| Hardik Kansara | Y |
| Kwinno Pineda | N |
| Patrick Cura | Y |

|  |  |  |
| --- | --- | --- |
| Agenda Item | Who’s Responsible | Time Allotted |
| 1. Apologies |  |  |
| Kwinno was absent because he was sick. | | |
| 2. Acceptance of previous minutes |  |  |
| Sign off the advisor meeting minutes for 27/09/16  - Steve reviewed and signed off the advisor meeting minutes for 27/09/16. | | |
| 3. Action Items from previous minutes | | |
|  | | |

|  |  |  |
| --- | --- | --- |
| Agenda Item – Business | Who’s Responsible | Time Allotted |
| 1. Review the weekly progress report – week 12 (26/09/16 - 02/10/16)  * Project team created the weekly progress report (week 12). * It presented the status of project including the current total hours, period tasks and the planning tasks for next week. * Issue:   The progress of project is a little bit behind the schedule.   * The task of “Engineering : Iteration Three : Website: Upload the Website Online and Test all function if working” has not been finished. It is still working.   *Reason:*   * Different structure between local host and online server. * Don’t automatically change the path when upload the website to online. * Issues: the functions are working on the localhost, but some functions don’t work on the online server. * Then the task of “Engineering: Test Report Iteration Three (Website)” also has not been finished.   *Reason:*   * Website has not been uploaded to online. * The task of “Deployment : Combine Website, Client Application and Database Evaluator” has not been finished.   *Reason:*   * Website has not been uploaded to online. * Suggestions/Issues: * Increase test time (03/10/16 – 09/10/16) * Add 2 more iterations for system test * Iteration 3 : 02/10/16 – 03/10/16   04/10/16: fix issues   * Iteration 4 : 05/10/16 – 06/10/16   07/10/16 – 08/10/16: fix issues and regression test | | |
| 1. Demonstrate the demo of product (Website, Client Application and Database Evaluator)  * Hardik has showed and explained the demo of Client Application and Database Evaluator. * Workflow and dataflow of Client Application and Database Evaluator * Client Application has a little bit changed. * Users can input the server name to check the * Database Evaluator also has a little bit changed. * Change the accept file to dbe file. * Finial diagnosed report incudes * General information of report * Base information of SQL Server * Scorecard of parameters which have been collected * Details of parameters * Website is working on localhost, but it has some issues when it has been uploaded to online server. Kwinno is fixing the issues. * Suggestion: * Put all code on the DVD when we submit all the finial documents * Get the preparation before the panel such as report * Do not try to start running a demo, it will make people lose their interested unless they allow we show them the demo. | | |
| 1. Discuss the content of Methodology and Techniques document  * Write a short document to explain the methodology and techniques * Should include standards and reasons for choice * How you run and apply the project with the Methodology * What you done with the methodology which project used | | |
| 1. Confirm next advisor meeting  * Next Advisor Meeting: 11/10/2016 11 am Level 7 T Block | | |

**Closing of Meeting**

Closing of the meeting took place at 11:30 am

**Confirmed as true and correct record**

|  |  |  |
| --- | --- | --- |
| Name | Sign | Date |
| Dr. Steve McKinlay |  |  |
| Patrick Cura |  |  |
| Kwinno Pineda |  |  |
| Hardik Kansara |  |  |
| Changming Wu |  |  |