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| ***Meeting Minutes*** | |
| Meeting objectives: | * Ensure everyone is completing the correct work * Discuss deadlines in case change * Each person to show their first version and carry on creating their second version |
| Meeting Date: | 21st February 2019 |
| Meeting Time: | 10am-12pm |
| Meeting location: | CIS 003 |
| Minutes issued by: | Arlana Keen |

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| Attendees: | Signatures: |
| Arlana Keen |  |
| Oliver Howe |  |
| Lewis Jackson |  |
| Brandon Henderson |  |

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| Next Steps: | Owner: | Due date: |
| Arlana Keen | Create this week’s meeting minutes and start risk analysis | 28th February 2019 |
| Oliver Howe | Second version of class diagram | 28th February 2019 |
| Lewis Jackson | Second version of use case diagrams | 28th February 2019 |
| Brandon Henderson | Have an idea of testing the final product and bring the idea to group. | 28th February 2019 |
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| Discussion: |
| Our discussion started with how everyone was getting along with each of their missions. We had a deadline for the first version of each mission to be brought to group this week and everyone completed that. However the final deadline for the first mission was then changed as we needed more time to work on other versions giving us more time to improve what we had before starting to code. Oliver brought his first version of the class diagram to the meeting and discussed what he had completed and what he had left to do. Lewis brought his use case diagram to group and done exactly the same. Brandon was looking at versions of testing and which one he would like to use as his mission. |

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| Decisions made: |
| * The first mission deadline to be extended by a few days making the dealing the 12th March instead of the 7th. * Everyone to have a second version ready for the next group meeting. |