Date: 2/3/18

Time: 11am to 12pm EST

Participants:

**Agenda Items**:

1. (5min) Intro
   1. More efficient meetings
   2. Peres → be a timekeeper?
2. Check-in Chart (at bottom)
   1. (5min) Fill out (if you haven’t already)
   2. Needs, Worries, Critiques
      1. (20min) Wireframe (**ended 11:55**); ok thanks :)
      2. (16min) Use cases ( **11:55 am to 12:11pm**)
      3. (4min) Class Domains **( 12:11 pm to 12:15pm)**
      4. (10min) Project Mgmt **( 12:15 pm to 12: )**

* In %, how far are we?
* Any potential changes to schedule?
* Need help for 30% report?

1. (5min) Timesheets check-in
   1. Filled?
   2. Met min 7 hours this week?
   3. If not, I have more assignments for you…
2. (5min) Last words?

**“Total time spent: 11:30 to 12:37 pm which is 1.1hrs”**

**Notes:**

* Items to

**Check-in Chart**:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| WHO | *What* | Status | Needs/ Worries | Critiques | Action |
| SUE | *Update Wireframe* | Done | Need everyone’s thoughts on update, esp. profile page. | Ingrid: looks good  Luis: - love profile - profile icon as first column - acl easier needed | * Check with sponsor about required fields for the profile page * Look up ACL interface on one.com |
| *Update Use Cases* | Create user account = done  Delete user account = done  Disable user account = done  Log in = done |  |  | Investigate one.com platform |
| LUIS | *Schedule Meetings* | Done |  |  | \*waiting for Peter to put on schedule |
| *Finish Ssds* | Almost done | \*UML standards (not enough time → should be done before programming) |  | \*Need to update updated use cases  \*Extra, but if possible should update notation to match UML standards |
| *Er Diagram* | Will do Friday | \*want input on class domains |  |  |
| PERES | *Qa Template & Requirements* | Need to break them down to 2 pages and probably next week. | \*wants comments before finalizing |  |  |
| *“Intro To Php”* | Still studying it. |  |  |  |
| INGRID | *30% Report* | 60% |  |  |  |
| *New Critical Path* | 50% |  |  |  |
| *Sponsored Website?* | nada |  |  |  |
| *15-min Personal Meetings* | Haven’t heard from you guys |  |  |  |

**DELIVERABLES for this week:**

Peres - DUE FRIDAY

* Look up templates and requirements for QA tests for the system (UAT, system integration, module tests)
* Introduction to PHP module on https://www.codecademy.com/en/tracks/php

Sue - DUE FRIDAY

* Use cases for Forget Password, Profile Page
* Update log in (2 system flows: for admin vs. regular) → send update email
* Update use cases for where the admin password authenticate prompt needed (e.g. create user account) → send update email
* Update the wireframe based on discussion

Luis - DUE FRIDAY

* Schedule meetings (check with Peter)
* Send Peres link to PHP
* SSDs
* ER diagram (maybe)

Ingrid - DUE FRIDAY

* 30% reporting package (\*\*PRIORITY\*\*)
* Coordinate 15-min meeting with teammates
* Checking with sponsor regarding the website hosting
* Find holes in our activity costs (e.g. gathering templates/requirements for QA test creation)
* Critical path of project (looking forward and backward)