Agenda and minutes

ProP

Group   : MAD projects (ProP-17)
Group Members:

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Date   :
Version : 0.7

Fontys ICT

English stream

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Fontys

Revision history

Version	Description
0.1	Added time, place, topics, question and minutes of the meeting for week 2
0.2	Added time, place, topics, question and minutes of the meeting for week 3
0.3	Added time, place, topics, question and minutes of the meeting for week 4
0.4	Added time, place, topics, question and minutes of the meeting for week 5
0.5	Added time, place, topics, question and minutes of the meeting for week 6
0.6	Added time, place, topics, question and minutes of the meeting for week 7
0.7	Added time, place, topics, question and minutes of the meeting for week 12

13. Week 13 meeting

13.1 Time and place of the meeting

Meeting took place in the hall of the third floor (Fontys University), time: 13:45 – pm

13.2 Topics & questions of the meeting

- Application and website progress
- Qr code scanning

13.3 Minutes of the meeting

12. Week 12 meeting

12.1 Time and place of the meeting

No meeting with mentor was held

10.1 Time and place of the meeting

No meeting with mentor was held in the first week.

1. Week 1 meeting

1.1. Time and place of the meeting

No meeting with mentor was held in the first week.

1.2. Topics & questions of the meeting

No meeting with mentor was held in the first week.

1.3. Minutes of the meeting

No meeting with mentor was held in the first week.

2. Week 2 meeting

2.1 Time and place of the meeting

Meeting took place in the hall of second floor (Fontys University), time: 11:30-12:00

2.2 Topics & questions of the meeting

- Meeting client and mentor
- Discussing theme of event with mentor
- Discussing requirements with client
- Discussing communication aspect with client and mentor
- Planning future meetings with mentor

2.3 Minutes of the meeting

The group purposed the theme of a food festival, but the tutor advised not to because there is already a mandatory food aspect and the theme would then not meet all of the requirements. The client summarized his request and clarified any misunderstandings. The client and explained that when communicating with the client we must not talk about the technical aspects as we must discuss that amongst ourselves. The tutor told the team that his role is to give feedback and advise based on the information and document we provided, we are supposed to come with ideas and he gives us his thoughts. The group and tutor agreed to meet every school week on Tuesday 12:45 – 1:15.

3. Week 3 meeting

3.1 Time and place of the meeting

Meeting took place in the hall of the second floor (Fontys University), time: 12:45 – 1:15 pm

3.2 Topics & questions of the meeting

- What should be written in "minutes of meeting" in agenda's and minutes of every meeting and in project report?
- How should we implement the payment?
- Can we use a QR code to identify the visitor in the entire event?
- Should we use windows forms for the applications?

3.3 Minutes of the meeting

The tutor told the team that in minutes you fill in what was said in the meeting. The tutor told the team that we can simulate the payment because it would be to complicate and time-consuming otherwise. The tutor advised the team to research QR codes and its limitations along with RFID. He adviced this so that we can fully understand the identification methods that are available and choose the correct one for our situation. The tutor adviced that we don't use windows forms because it might limit us later in the project. He then said to research WPF.

4. Week 4 meeting

4.1 Time and place of the meeting

Meeting took place in the hall of the third floor (Fontys University), time: 12:45 – 1:15 pm

4.2 Topics & questions of the meeting

- Do we need a diagram for the use cases?
- Can you provide a tutorial for WPF?
- Is the format used for the use case correct?
- Should a person only be able to purchase one ticket?

4.3 Minutes of the meeting

The tutor told us that from now on we should push documents via our own machine. Documents should be uploaded as a pdf. Look into URS and Sequence diagrams. There can be changes to designs but these changes should be documented. Write a short description of project and team in readme. Try to have deliverables for block 1 by week 7.

5. Week 5 meeting

5.1 Time and place of the meeting

Meeting took place in the hall of the third floor (Fontys University), time: 1:00 – 1:30 pm

5.2 Topics & questions of the meeting

- Are the applications going to be used in Fullscreen mode
- Opinion on the designs of the GUIs and website and databases we have done so far

5.3 Minutes of the meeting

The tutor told us to speed up the design and get the clients confirmation as soon as possible. By week six we are expected to have the main page of the event done. The tutor also said to look over the database design again to make sure that we have tables we need.

6. Week 6 meeting

6.1 Time and place of the meeting

Meeting took place in the hall of the third floor (Fontys University), time: 12:45 – 1:15 pm

6.2 Topics & questions of the meeting

- Can only one group reserve a camping spot. For example 1 person reserves a camping spot, can anyone else reserve the open space so like a group of 5?
- Opinion on the GUIs, Database and Website design
- Will the GUI code be graded or just the appearance?

6.3 Minutes of the meeting

The tutor told us to speed up the designing process so that we have everything ready for week 7 because after week 7 there are exams. The tutor told us to put images of the completed GUIs for the application in the git repository. And speed up the work on the static part of the website. He also said that if we have the chance we can start making the uml diagram.

7. Week 7 meeting

7.1 Time and place of the meeting

Meeting took place in the hall of the third floor (Fontys University), time: 12:45 – 1:15 pm

7.2 Topics & questions of the meeting

- How to we add .mpp visual overview of project time
- Feedback on documents
- Feedback on GUIs and website design

7.3 Minutes of the meeting

The tutor told us to check every document, and make changes, if needed before submitting everything on Friday. He also went through each document and gave us feedback. We can make changes after up to week 10 but he said it would be best to finish the work sooner because of the exams.

11. Week 11 meeting

11.1 Time and place of the meeting

Meeting took place in the hall of the third floor (Fontys University), time: 13:30 – 14:00 pm

11.2 Topics & questions of the meeting

- Feedback on database
- Feedback on website
- Feedback on applications

11.3 Minutes of the meeting

We spoke with the tutor about database changes that might occur. Gave us feedback on everything and told us how to continue our job.