

# Meeting Notes

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## WEEK1

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### FRIDAY LECTURE

- Introduced to course.

### WEDNESDAY MEETUP

- Did not meet up.

## WEEK2

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### FRIDAY LECTURE

- All members were placed in the team.
- Created GitHub repo.
- Connected with other team members on Discord.
- Decided that Emma would be the team captain.

### WEDNESDAY MEETUP

- Got to know the other members a little better.
- **JOSH** looked at the CMap and Risk Assessment.
- **EMMA** looked at the CMap and Work Breakdown Structure.
- **MATT** looked at the CMap and Work Breakdown Structure.
- **MARK** looked at the CMap and Use Cases.

## WEEK3

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### FRIDAY LECTURE

- Talked with the customer and showed them the CMap and initial system requirements.
- We also met with Femi and received feedback on our work done so far, most of the feedback was "this needs tweaking".
- We update Trello with the things that needed to be completed for Wednesday by team members.
- Update Trello with list of things to be completed on Wednesday by the team.
- Juan joined the team and we got him connected to all the systems we use e.g. GitHub and Discord.

### WEDNESDAY MEETUP

- Mark to take down notes for meeting
- Emma away from meeting but involved via discord and trello
- Work completed by matt, josh and juan regarding risk assessment table
- Mark completed role justification
- Matt added methodology vote to trello to decide which one to follow
- Emma started work on pert chart
- Each team member uploading their role justification
- Each team member given a methodology to research and feedback on
- Josh creating cmap for group with matt and juan

- Mark and Matt started ontology (need to speak to femi for clarification)

## WEEK4

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### FRIDAY LECTURE

- Matt fixed the issue with the rouge commit to master
- Mark, Emma, Josh, and Matt worked on the system requirements
- Josh started work on a class diagram ready for the next stage
- Emma updated the Trello with tasks to be completed this week

### WEDNESDAY MEETUP

## WEEK5

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### FRIDAY LECTURE

### WEDNESDAY MEETUP

## WEEK6

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### FRIDAY LECTURE

### WEDNESDAY MEETUP

## WEEK7

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### FRIDAY LECTURE

### WEDNESDAY MEETUP

## WEEK8

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### FRIDAY LECTURE

### WEDNESDAY MEETUP

## WEEK9

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### FRIDAY LECTURE

### WEDNESDAY MEETUP

## WEEK10

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### FRIDAY LECTURE

### WEDNESDAY MEETUP

## WEEK11

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### FRIDAY LECTURE

WEDNESDAY MEETUP

## WEEK12

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FRIDAY LECTURE

WEDNESDAY MEETUP