

Meeting Notes

WEEK1

FRIDAY LECTURE

- Introduced to course.
Attendees = Emma, Mark, Josh, Matt

WEDNESDAY MEETUP

- Did not meet up.
Attendees = Emma, Mark, Josh, Matt

WEEK2

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.
Attendees = Emma, Mark, Josh, Matt

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.
Attendees = Emma, Mark, Josh, Matt

WEEK3

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.
Attendees = Emma, Mark, Josh, Matt, Juan

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).

Attendees = Emma, Mark, Josh, Matt, Juan

WEEK4

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.

Attendees = Emma, Mark, Josh, Matt

WEDNESDAY MEETUP

- Mark taking meeting notes.
- Emma and Mark completing domain model.
- Josh and Matt completing use case diagrams.
- Juan updating his methodology information.
- Mark Updating group CMap.
- Assigned work to be completed by Friday.

Attendees = Emma, Mark, Josh, Matt, Juan

WEEK5

FRIDAY LECTURE

- Matt, Josh, and Emma talked to Femi about the use cases and changed them to meet the requirements.

Attendees = Emma, Josh, Matt

WEDNESDAY MEETUP

WEEK6

FRIDAY LECTURE

WEDNESDAY MEETUP

WEEK7

FRIDAY LECTURE

WEDNESDAY MEETUP

WEEK8

FRIDAY LECTURE

WEDNESDAY MEETUP

WEEK9

FRIDAY LECTURE

WEDNESDAY MEETUP

WEEK10

FRIDAY LECTURE

WEDNESDAY MEETUP

WEEK11

FRIDAY LECTURE

WEDNESDAY MEETUP

WEEK12

FRIDAY LECTURE

WEDNESDAY MEETUP