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| Meeting called by: Brendon Merlot | |  | | | Type of Meeting: Initial Client Meeting | |  | |
| Note taker: Max Barrah | |  | | | Location: Brendon’s Office | |  | |
| Date: | | | | | | | | |
| Time Started:10:00am | | | | Time Finished: 10:20AM | | | Duration: 20 Mins | |
| Attendees: Group 1 |  | | | | | | | |
| Apologies: |  | | | | | | | |
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| **----- Agenda Topics -----** | | | | | | | | |
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| 1. Company Info and Background | | | | | |  | | 5 min |
| 1. Current System | | | | | |  | | 5 min |
| 1. New System Summary | | | | | |  | | 5 min |
| 1. New System Requirements | | | | | |  | | 5 min |
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| **Other Information** | | | | | | | | |
| Observers: | | |  | | | | | |
| Other issues: | | |  | | | | | |
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| 1. Company Information and Background | | Brendon Merlot | | 5 min | |
|  | Discussion:  1. Company Purpose 2. Funding 3. Current Operation. | | | | |
|  | Conclusions:  1. AusWineApp is a company that delivers a way for its customers to access an array of information on their favourite wines or to find their next favourite wine. 2. The company currently has one application that is being used. The application is funded by the wine makers and retailers who pay a fee AusWineApp to have the information about their product displayed on the application. They also receive customer feedback. 3. The information provided to customers of AusWineApp get access to information about wine such as average prices, sustainability and popularity, as well as provide feedback. | | | | |
|  | Action items:  1. Identify and transfer relevant information to the Business Requirements, and Feasibility reports. | | Persons responsible: | | Deadline: |

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| 2. Current System | | Brendon Merlot | | 5 min | |
|  | Discussion:  1. Description 2. Current OS 3. Features 4. Data Collected | | | | |
|  | Conclusions:  1. The current system is called WineFinder, and the service allows its users to get a range of different information about their current wine in their collection, or a wine that they have tasted and enjoyed or even any wine they see on the shelf. The information varies from basic to advanced. 2. The current system is an mobile application on android and IOS. Currently with more android users then IOS. 3. The app allows for its users to access information on wine such as the type, availability, tasting notes, price. Some of the more advanced information is the regions, varietals, vintages, producers and the history of the wine. The application also allows for users to snap a photo of a bottle of wine and instantly be presented with that wine’s information. The application also allows for users to leave a review of the wine by entering tasting notes and score. 4. The WineFinder App collects data from its retailers to display to the applications users. An example of the current data that the application collects is Wine Name, Wine Type, Grape Types, Wine Grape Type %, Grape Type History, Grape Type Variety, Vintage Year, Alcohol, Best Drinking End, Best Drinking Start. | | | | |
|  | Action items:  1. Identify and transfer relevant information to the Business Requirements, and Feasibility reports. | | Persons responsible: | | Deadline: |

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| 3. New System Summary | | Brendon Merlot | | 5 min | |
|  | Discussion:  1. Description 2. OS requirements 3. Goal 4. Data Collected | | | | |
|  | Conclusions:  1. The new application to be developed is to be called WineCellar App. The app is to be designed to collaborate with the current system and allow its users to create a personal storage of wine. The app will allow the users to add wines that they purchase to their digital cellar as well as provide them with information about the wine. 2. The application is set to have a beta release on Android to tailor to the current Android dominant users. But full release will be on all mobile platforms. 3. The goal of the app is to use wine finder to overall increase the wine data collected to create a better database for the applications to provide to its users. More specifically data from long time wine drinkers 4. The aimed data to be collected in the WineCellar App is Buy Location, Buy Price, Buy Date, Cellar Location, Bin (section), Shelf. | | | | |
|  | Action items:  1. Identify and transfer relevant information to the Business Requirements, and Feasibility reports. 2. Use new application information and requested features to create Functional Requirements report. 3. Use gathered information to produce Use Case Diagrams. | | Persons responsible: | | Deadline: |

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| 4. New System Requirements | | Brendon Merlot | | 5 min | |
|  | Discussion:  1. User input 2. Output 3. Environment | | | | |
|  | Conclusions:  1. The app is to allow for users to input an assortment of information onto their cellar. Specific information stated by Brendon these features are Manually add new wine to the user’s cellar, add wine using WineFinder, Bulk import tool for existing data, Barcode input for bulk updates, Bulk update and maintenance of consumed bottles and locations, Cellar customisation. 2. The app will also need to export data for both customers and the company, Brendon has stated they require the following data to be exported Export data from system to access and archive offline, generate printable wine-lists for insurance claims etc, Ready to drink list of wines by type, List wines by company, region and type, List of your wines in your cellar in favourite order, List wines in users cellar past use by date. 3. The application will need certain specifics to its environment as stated by Brendon. The application will need to be on mobile devices with a beta release for android users due to WineFinder’s popularity on Android. | | | | |
|  | Action items:  1. Charter 2. Project plan and Requirements 3. Feasibility 4. Prototype 5. Start Development 6. Complete beta | | Persons responsible: Team  Team  Team  Team  Team  Team | | Deadline: Mid June  End June  Mid Aug  End Aug  Start Sep  Start Dec |

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| 5. Next Meeting | | All | | 10 min | |
|  | Discussion:  1. Next Meeting | | | | |
|  | Conclusions:  1. Next Meeting is a to discuss priories and charter, to be organised by Project Manager. | | | | |
|  | Action items:  1. Project Manager to organise | | Persons responsible: Project Manager | | Deadline: ASAP |