**Meetings**

**Meeting 1 - 07/10/2020**

**Participants:**

* Martin Nolan
* Mary Ellen Foster

**Due dates:**

* 14/10/20 - Have a few ideas about types of apps I would like to create.
* 31/12/20 - Have a concrete app developed for the beginning of semester 2.

**Actions/Tasks:**

* We spoke about the background work (completing Alexa tutorials and reading the user guide for Alexa Skills Kit) that I have completed prior to the meeting to improve my knowledge of the system.
* I thought that Dr Foster had an idea of the type of project that I would undertake, however, she said this is up to myself to decide so I will have to research and think about what type of Alexa app I would like to develop (e.g. Workout app, conversational app, trivia game).
* I will research different types of apps already available on different Alexa devices (voice recognition devices such as the Echo Dot vs Echo Show where I can display content visually).
* Research different types of APIs available to the Alexa platform and see how their capabilities would fit in with my choice of apps.
* Alexa Skills Kit should allow me to complete user evaluations through the use of beta testing as I can’t complete these in person at the university.
* I should have a concrete app developed by christmas time as I have taken the majority of course credits in semester 2.
* I may need to create a GitHub repo to show version control as I don’t think this is done by the Alexa Skills Kit.

**Plan for next meeting:**

* Develop plans for different apps that I would like to create
* Research different types of APIs available to the Alexa platform
* Create sample conversations for the different app designs
* Create a GitHub repo and find out if Alexa Skills Kit supports version control

**Issues:**

* N/A

**Meeting 2 - 14/10/2020**

**Participants:**

* Martin Nolan
* Mary Ellen Foster

**Due dates:**

* 21/10/20 - Have an understanding of what the backend system will do

**Actions/Tasks:**

* We spoke about the requirements of the app, allowing users to meditate or workout
* I mentioned that I am using ClickUp to help with issue tracking and planning using the gantt charts.
* We spoke about users data being stored in a backend system so that the app can be modified for returning users, allowing them to save workouts, set reminders (more notifications if they’ve not meditated / exercised in multiple days) and review / add workouts to favourites.
* I should review backend system and understand how to integrate this into app ideas

**Plan for next meeting:**

* Understand how the Amazon Alexa database works
* Plan on how to integrate workouts and meditation into database
* Plan on how to obtain workouts (myself speaking, Alexa or royalty free audio)
* Add to ideas about reviewing workouts and adding them to favourites

**Issues**

* N/A

**Meeting 3 - 28/10/2020**

**Participants:**

* Martin Nolan
* Mary Ellen Foster

**Due dates:**

* 04/10/20 - Have the meditation mode of the app working so that I can show a live demonstration.

**Actions/Tasks:**

* I walked through everything I have done over the last 2 weeks, explaining my thought process for delaying/changing certain parts of the app so that I could prioritise functionality over user experience just now.
* We spoke about the way the app is coming together and how I am focusing on getting the meditation section fully functioning before focusing on the workout and database section.

**Plan for next meeting:**

* Get the sounds working, allowing users to choose different types of sounds and random ones, if I get that done then going to work on setting up daily reminders as I want to have the full meditation section done first. I will then look at the database section before working on the workout mode.
* I should be able to show Dr Foster the meditation mode of the app next week and give a live demonstration of the validation issues etc.

**Issues**

* I mentioned I was having issues trying to get basic sounds to play as some of the APIs only allow this to be less than 3 minutes long. Dr Foster has advised that I may be able to host the audio on youtube and then stream it from the youtube URL.

**Meeting 4 - 04/11/2020**

**Participants:**

* Martin Nolan
* Mary Ellen Foster

**Due dates:**

* N/A

**Actions/Tasks:**

* We discussed my progress over the last week and I showed a live demonstration of the app. This included some of the bugs that I’ve encountered.
* We spoke about what I should do after the meditation section and bugs are finished and decided I should start getting the database and things organised as that is the next big section I need to move onto.

**Plan for next meeting:**

* Have the meditation section (including guided breathing and sounds section completely finished)
* Fix the bugs that I have noted in the issue tracker
* Clear the backlog on my issue tracker
* Display images to the user when they are listening to the sounds on a visual output device
* Allow the user to set up daily reminders to meditate or exercise

**Issues**

* The MediaFire download URL changes every few days so I may need to use a more permanent hosting site.

**Meeting 5 - 11/11/2020**

**Participants:**

* Martin Nolan
* Mary Ellen Foster

**Due dates:**

* 18/11/20 - Have a video prepared showing the app functionality

**Actions/Tasks:**

* We spoke about the progress I had made in the last week, as I now have a permanent website to host the files, have fixed the bugs, got images to display if you’re using a visual output device and allows users to set reminders to workout/meditate.
* I mentioned version control as I am unable to use Git with ASK so I am creating word documents with versions of the code and updating these periodically.
* I also said I am working on getting the workouts to display to the user as I have now implemented functionality to allow users to choose target body areas and intensity levels.

**Plan for next meeting:**

* I should have the workouts integrated with Alexa
* I should produce a video to show the app functionality

**Issues**

* Minor issues with images not showing properly and reminder not allowing a user to choose a specific time to set reminders

**Meeting 6 - 18/11/2020**

**Participants:**

* Martin Nolan
* Mary Ellen Foster

**Due dates:**

* N/A

**Actions/Tasks:**

* We discussed the progress I had made in the last week and my adviser has looked at the videos I sent showing the app working.
* We spoke about the user testing that I will need to do, once the bugs that Amazon sent me have been fixed, I will add a couple more features and then deploy it again. Once it has been deployed successfully, I will put this out for people to use. I need to understand how people use the app though console log or analytics and I need to get weekly feedback from people who are using it.
* Once I have the user testing/evaluation started, I can focus on starting my dissertation

**Plan for next meeting:**

* Check if I can use the app on Alexa mobile app
* Get bugs fixed that Amazon reported

**Issues:**

* N/A