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| A blue and white sign  AI-generated content may be incorrect.  CAB302 - Group ZNJSA Meeting Minutes | | |
| **Meeting 1** | | |
| **Place:**  QUT F-101 | **Author:**  Nic Quirk | Date: 19/03/2025  Start: 16:00 End: 18:00 |
| **1. Subject: Week 4 Practical** | |  |
| **2.** **Agenda: Group Formation & Ideation & JavaFX** | | |
| **3.** **Attendants:**  Nicholas Quirk Sylas Woodall Zane Hargreaves Jayden Fung Anterpreet Singh Guraya | | |

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| New Items | Responsible Person(s) | Due Date |
| Decision of project idea – based on fortune cookie | All | Complete |
| Creation of Remote Respository | Nic | Complete |
| Complete all java readiness quizzes | All | 26/03 |
| Individual ideation of fortune cookie concept – how does each member see it being implemented? | All | 26/03 |
| Github practice and function testing – ensure all members are familiar with using the remote repository | All | 26/03 |

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| **Meeting 2** | | |
| **Place:**  QUT F-101 | **Author:**  Nic Quirk | Date: 26/03/2025  Start: 16:00 End: 18:00 |
| **1. Subject: Week 5 Practical** | |  |
| **2.** **Agenda: Checkpoint 1 & setup for Checkpoint 2 & Agile management** | | |
| **3.** **Attendants:**  Nicholas Quirk Sylas Woodall Zane Hargreaves Jayden Fung Anterpreet Singh Guraya | | |

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| Previous Items | Responsible Person(s) | Due Date |
| Complete all java readiness quizzes | All | Complete |
| Individual ideation of fortune cookie concept – how does each member see it being implemented?   * Motivational quote delivery service * Study phone lockout app * Fortune creation game/service | All | Complete |
| GitHub practice and function testing – ensure all members are familiar with using the remote repository | All | Complete |
| Checkpoint 1 | All | Complete |

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| New Items | Responsible Person(s) | Due Date |
| Created project management tool - Trello | Nic | Complete |
| Create 20 User Stories each | All | 02/04 |
| Create a low fidelity user interface each | All | 02/04 |

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| **Meeting 3** | | |
| **Place:**  QUT F-101 | **Author:**  Nic Quirk | Date: 02/04/2025  Start: 16:00 End: 18:00 |
| **1. Subject: Week 6 Practical** | |  |
| **2.** **Agenda: Check in on progress for checkpoint 2 & Databases** | | |
| **3.** **Attendants:**  Nicholas Quirk Sylas Woodall Zane Hargreaves Jayden Fung Anterpreet Singh Guraya | | |

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| Previous Items | Responsible Person(s) | Due Date |
| Create 20 User Stories each – partially complete, decided on 22 final user stories as a group | All | Complete |
| Create a low fidelity user interface each – initial ideas drafted | All | Complete |

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| New Items | Responsible Person(s) | Due Date |
| Further UI iteration using ideas from previous versions – Final UI to be confirmed as a group | All | 09/04 |
| Development of sprint plan | Nic | 09/04 |
| Arrange user stories into MOSCOW and assign length | Nic | 09/04 |

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| **Meeting 4** | | |
| **Place:**  QUT F-101 | **Author:**  Nic Quirk | Date: 09/04/2025  Start: 16:00 End: 18:00 |
| **1. Subject: Week 7 Practical** | |  |
| **2.** **Agenda: Checkpoint 2 & setup for Checkpoint 3 & Continuous Integration** | | |
| **3.** **Attendants:**  Nicholas Quirk Sylas Woodall Zane Hargreaves Jayden Fung Anterpreet Singh Guraya | | |

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| Previous Items | Responsible Person(s) | Due Date |
| Further UI iteration using ideas from previous versions – Final UI confirmed | All | Complete |
| Development of sprint plan | Nic | Complete |
| Arrange user stories into MOSCOW and assign length – some user stories updated to align with finalised UI | Nic | Complete |
| Checkpoint 2 | All | Complete |

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| New Items | Responsible Person(s) | Due Date |
| Assignment of project roles for sprint 2 Nic – Project Management Zane – Database Implementation Sylas – Sign Up/Sign In AP – Homepage/Basic Function Jayden - UI | All | 23/04 |
| Further assignment of goals for checkpoint 3 | All | 23/04 |

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| **Meeting 5** | | |
| **Place:**  QUT F-101 | **Author:**  Nic Quirk | Date: 23/04/2025  Start: 16:00 End: 18:00 |
| **1. Subject: Week 8 Practical** | |  |
| **2.** **Agenda: Check in on progress for checkpoint 2 & TDD** | | |
| **3.** **Attendants:**  Nicholas Quirk Zane Hargreaves Jayden Fung | | |

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| Previous Items | Responsible Person(s) | Due Date |
| Progress made: Nic – Meeting minutes formalised, Sprint’s planned, task breakdown for milestone 1 Jayden – Basic UI implemented – to be converted to phone aspect ratio Zane – Beginning implementation of database code – registration variables implemented AP – . Sylas - . | Nic  Jayden  Zane | 23/04 |

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| New Items | Responsible Person(s) | Due Date |
| Test Driven Development to be completed for all public methods | AP, Sylas | 30/04 |
| For milestone 1 presentation minimise participants – bulk of the walkthrough should be completed by 1 or 2 people | Nic | 02/05 |
| To complete release plan, basic script and slides to be approved next meeting | Nic | 30/04 |
| Further progress towards checkpoint 3 presentation | Jayden, Sylas, AP, Zane | 30/04 |

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| **Meeting 6** | | |
| **Place:**  QUT F-101 | **Author:**  Nic Quirk | Date: 30/04/2025  Start: 16:00 End: 18:00 |
| **1. Subject: Week 9 Practical** | |  |
| **2.** **Agenda: Checkpoint 3 & Pre for Milestone 1** | | |
| **3.** **Attendants:**  Nicholas Quirk Zane Hargreaves Sylas Woodall Jayden Fung Anterpreet Singh Guraya | | |

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| Previous Items | Responsible Person(s) | Due Date |
| Test Driven Development completed at a basic standard to be improved upon in the next sprint | AP, Sylas | 30/04 |
| Project management artifacts and slides complete for presentation – video ready awaiting finalisation of code | Nic + ? | 02/05 |
| Artifacts complete – release plan not necessary, slides approved | Nic | 30/04 |
| Checkpoint 3 progress complete and demonstrated | Jayden, Sylas, AP, Zane | 30/04 |

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| New Items | Responsible Person(s) | Due Date |
| Continuous integration to be implemented – ideally before milestone 1, At minimum before next meeting | Nic | 07/05 |
| Reviewed |  |  |
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