

## Software Development Life cycle project (Group 2)

Weekly tutorial meeting - 8

Attendance - Andy Willmot, William Aldridge and Max Harazinov were not present

G3a, 25/11/2014

Circulation list: All project members, plus project manager

Minutes author - Dan Wilcock

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### Matters Arising

1. Timesheets need to be completed before the weekly tutorial. Make sure they are updated by the end of today.  
**ACTION:** Everybody 25/11/14
2. Anybody who has not read the feedback for the project plan yet must do this as soon as possible.  
**ACTION:** Everybody ASAP
3. Dan has uploaded the better quality images for the web UI  
**ACTION COMPLETED:** daw54
4. James to upload the images for the android UI  
**ACTION:** jao14 Today
5. Anybody in charge of putting documents into latex must have them in for today  
**ACTION:** To whom it concerns 25/11/14
6. Max uploaded his database diagram  
**ACTION COMPLETED:** msh4
7. James is to complete the web component diagrams for today and push them to github  
**ACTION:** jao14 25/11/14
8. The people who haven't yet read or made corrections to the part of the project plan must do that soon.  
**ACTION:** Everybody

### New business

9. Xander to speak to William after the tutorial about diagram and github repo  
**ACTION:** acb12 Today
10. The review for the detailed design specification will be on Thursday at 10 oclock. Everyone must be present.  
**ACTION:** Everyone 27/11/14 10.00
11. Xander brought up the point that we should be publishing the reference sources that we have been using in aid of the project. Everybody must do this  
**ACTION:** Everybody

### AOB

12. None