Software Development Life cycle project (Group 2)

Weekly tutorial meeting - 4
Attendance - Everyone
G3a, 28/10/2014
Circulation list: All project members, plus project manager
Minutes author - Dan Wilcock
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Version: 1.0

Matters Arising

1. James digitized his app designs
   ACTION COMPLETE: jao14
2. Project plan submitted
   ACTION COMPLETED: Everybody
3. Josh researched Latex
   ACTION COMPLETED: jcm14

New business

4. Everyone to review the project plan
   ACTION: Everybody
5. Andy will start taking the minutes from now on
   ACTION: anw46
6. Project plan will be available on Facebook and Github
7. Gantt chart to be edited
   ACTION: acb12
8. Max to enquire about android versions
   ACTION: mta2
9. Initial release instead of just "release"
   ACTION: jcm14
10. Target audience to be reviewed
    ACTION: jcm14
11. Use case needs to correct web with server
    ACTION: set12 and wia3
12. Use case needs a key
    ACTION: wia3 and set12
13. Have to start thinking if login authentication is going to be included
    ACTION: wia3 and set12
14. The Use case needs to be generally tidied up
    ACTION: wia3 and set12
15. Mark out requirements and non requirements, and match them up
    ACTION: set12 and wia3
16. Josh to tidy up use case description
    ACTION: jcm14
17. James to correct one of the app design images
    ACTION: jao14

18. Date to be included on the cover
    ACTION: jcm14
19. The document must have traceability
20. Correct punctuation and spelling
    ACTION: Everybody

    AOB
21. Sunday is the deadline for the time sheets and the blogs.
22. Josh to book G3a every Tuesday for tutorial
    ACTION: jcm14