

## Software Development Life cycle project (Group 2)

Weekly tutorial meeting - 2

Attendance - Everyone apart from Benjamin Pascoe

C55 Llandinam, 07/10/2014

Circulation list: All project members, plus project manager

Minutes author - Dan Wilcock

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### Matters Arising

1. Josh has got GitHub ready to go
2. Facebook group has been created by Max and everyone has joined
3. **Everyone MUST have a blog by the 15/10/14**
4. Xander gave the presentation on project management standards
5. Seb gave the presentation on general documents standards
6. James showed the designs he had made for the android app, where suggestions were then put forward
7. Dan presented his designs for the website, where a discussion followed.
8. Nick and Maks discussed their research on the database
9. The role of architect was brought up again

### New business

10. From now on the minutes will be written up by Dan  
ACTION:daw54
11. Josh is going to try and find us a better room  
ACTION:jcm14
12. James is going to digitize his app designs so people can access them  
ACTION:jaol4
13. Dan to publish designs on Facebook, where suggestions can be made  
ACTION:daw54
14. We discussed setting up an meeting this week
15. Discussed collaboration about the user interfaces of the app and the site and how they will be using the database.
16. Andy is going to be the Quality assurance manager, and Seb will be his deputy  
ACTION:anw46 and set12
17. We discussed who was going to be the project leader, where Xander, Josh and Max all gave a pitch why they would be suitable for the role.
18. We majority voted Xander to be project leader and Josh to be deputy  
ACTION:acb12 and jcm14
19. We all have to upload our timetables to the Facebook group

### AOB

None.