**Meeting Minutes – Group 2**

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| 21/3/2018  3pm-4.30pm  GP P409 | Owen Charters | Curtis Dooley | Peijun Xue | Rui Lin |
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* Discussed what we did last week.
* Set up a Trello group.
* Wrote and classified some user stories in Trello.
* Checked the announcements and Tutor meeting CRA on blackboard.
* Watched the video Black Hat USA 2014 - Forensics: GRR Find All the Badness, Collect All the Things.
* Looked at some tools about incident response - ELK Stack, Moloch.
* Discussed the Sprint and Release.
* Discussed what we will do after this meeting.

**Meeting Minutes – Client 2**

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| 22/3/2018  10am-10.30am  GP P Block | Owen Charters | Curtis Dooley | Peijun Xue | Rui Lin |
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* Reviewed what we’ve done from last meeting.
* Discussed some functionalities of related tools – GRR continuous?
* Suggestions about testing environment – VMware, EXSI Box?
* Better to run on desktops.
* Talked about characters in user stories (Attacker)

**Meeting Minutes – Group 3**

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| 28/3/2018  3pm-4.30pm  GP P409 | Owen Charters | Curtis Dooley | Peijun Xue | Rui Lin |
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* Discussed what we did last week.
* Compared some features of different tools.
* Some documentations and webpages about GRR Rapid Response.
* Wrote user stories in Trello. (Attacker)
* Set points for each user story and task.
* Discussed what we will do after this meeting.
* Allocate tasks for next phase.

**Meeting Minutes –Client 3**

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| 29/3/2018  10am-10.30am  GP P Block | Owen Charters | Curtis Dooley | Peijun Xue | Rui Lin |
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* The initial research results we’ve got so far.
* Discussed requirements of the development – hardware, virtual machines.
* Discussed some limits of the competing softwares.
* Comparisons between different tools – GRR, Hive, ELK.
* Allocate tasks (development, literature review).

**Meeting Minutes – Group 4**

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| 18/4/2018  3pm-4.30pm  GP P407 | Owen Charters | Curtis Dooley | Peijun Xue | Rui Lin |
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* Discussed the details of the literature review.
* Demonstrated the generally process of setting up a hunt manager in GRR.
* Talked about Sleuth kit – not fit the requirement.
* Searched some information about YARA rules.
* Discussed the presentation on Friday and looked at the CRA on blackboard.
* Mentioned the team reflection and project owner report template which we should complete.

**Meeting Minutes – Client 4**

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| 19/4/2018  10am-10.30am  GP P409 | Owen Charters | Curtis Dooley | Peijun Xue | Rui Lin |
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* Demonstrated the general process of setting up a hunt manager in GRR to the Client.
* Successfully connected to the remote desktop which the client provided.
* Set up user accounts to allow us to have access to the test machine.
* Completed the project owner report and given some comments of project process.

**Meeting Minutes – Group 5**

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| 25/4/2018  3pm-4pm  GP P409 | Owen Charters | Curtis Dooley | Peijun Xue | Rui Lin |
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* Reviewed the literature review.
* Discussed the requirements/details of practice presentation.
* Made some slides (screenshot, scope) of the presentation.
* Discussed the CRA of the Interim Project Report.
* The progress of our project
* The artefact we’ve made so far.
* Does the literature review meet the format of visibility report?
* Added some plans/user stories of the project on Trello.

**Meeting Minutes – Client 5**

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| 26/4/2018  10am-10.30am  GP P410 | Owen Charters | Curtis Dooley | Peijun Xue | Rui Lin |
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* Demonstrated the data log from GRR server.
* Briefly discussed the literature review – need more discussion about other tools.
* Discussed the requirements/details of user stories – it’s up to us.
* Plans of the project.

**Meeting Minutes – Group 6**

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| 2/5/2018  3pm-4.30pm  GP P block | Owen Charters | Curtis Dooley | Peijun Xue | Rui Lin |
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* Looked at the report guide - discussed the tasks of each section, reviewed the structure of the report.
* Finished the user stories on Trello – details/description for each story
* Classified user stories to different sprints.
* Completed the sprint and release plan.
* Completed the burndown chart.
* Allocated tasks of the Artefact part of the report.

**Meeting Minutes – Group 7**

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| 9/5/2018  3pm-5pm  GP S block | Owen Charters | Curtis Dooley | Peijun Xue | Rui Lin |
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* Prepare for practice presentation – Slides, screenshots.

**Meeting Minutes – Group 8**

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| 16/5/2018  3pm-3.30pm  GP P408 | Owen Charters | Curtis Dooley | Peijun Xue | Rui Lin |
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* Discussed the slides design/content of the presentation.
* Allocated tasks of the report and presentation.

**Meeting Minutes – Group 9**

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| 23/5/2018  3pm-5pm  GP P406 | Owen Charters | Curtis Dooley | Peijun Xue | Rui Lin |
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* Finished the release plan.
* Discussed the plan for the rest of the semester.
* Talked about the artefacts of the project and plans for the final presentation.

**Meeting Minutes – Client 6**

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| 24/5/2018  10am-10.45am  GP P Block | Owen Charters | Curtis Dooley | Peijun Xue | Rui Lin |
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* Talked about the progress we’ve made in last three weeks.
* Talked about the plan for the rest of the semester.
* Confirmed the exact requirements and functionalities of the project.
* The admin access to the test server released.
* Discussed the differences between what we are doing and anti-Various software. – IR system can handle multiple incidents/attacks from different machines remotely, while anti-Various software just can handle the incidents/attacks in the same machine.

**Meeting Minutes – Group 10**

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| 30/5/2018  2pm-4pm  Brisbane Square | Owen Charters | Curtis Dooley | Peijun Xue | Rui Lin |
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* Finished the presentation slides.
* Prepared for the presentation.
* Practiced the whole process of the presentation.

**Meeting Minutes – Client 7**

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| 31/5/2018  10am-10.30am  GP P Block | Owen Charters | Curtis Dooley | Peijun Xue | Rui Lin |
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* Discussed the progress of the project.
* Feedback for slides content/release plan – should be more specific about the tasks in user stories.
* Suggestions about the work for holidays and next semester – continue to work during holidays, allocate tasks to each member.