Weekly Project Meeting - Minutes

Project: Payroll System 2nd Year 2011/2012

Date: 16/2/2012

Attending: Francis Clynes - Project Supervisor

James Madden - Project Manager, Design, Development & Testing

Shane Murphy – Design, Development & Testing

Absent Maciej Macierzynski – Design, Development & Testing

Clarification was sought on “Validation Control Lists”

Validation Control Lists are records of the tests carried out to ensure the correct function to validate user input to the system, for example if the system requires an input of a “String” the system must check (Validate) the input to be a “String”. If the input is not a “String” an exception must be thrown and a message returned to the screen to request the correct type of input.

Francis requested that the minutes be taken at each meeting and emailed to all parties named above.

The team are making good progress with the documentation for the 2nd Deliverable.

A draft of the design documentation will be emailed to Francis on Wednesday 22/2/2012 for review.

The next project meeting will be held next Thursday morning 23/2/2012