**CS673 Software Engineering**

**Team 1 Meeting Minutes**

**Week 12 (12/7 - 12/14)**

**Date and Time:** 12/7/2020 8:00 - 9:00pm

**Place**: Zoom meeting

**Participants:** Wasupol, Peter, Michael

**Minutes taker:** Wasupol

**Timekeeper:** Wasupol

**Purpose**: Finalize all the features and implementation of project, documentation and presentation.

**Agenda:**

* Finalize all the features
* What can we add more?
* Documentation
* Presentation

**Key Decisions:**

1. Finalize all the features that we have implemented before.
2. Implementing code for final group iteration.
3. Documentation
4. Presentation Parts

**Action Items**

* This Wednesday, we will not add more features, but we will focus on removing bugs, refactoring.

**Features and Implementation**

* Po and Michael to meet about new chatroom implementation 12/7 9pm-10pm
* Po will focus on Android-Backend (nearly 80%)
* Po will apply HTTPS connection from frontend to backend (Optional)
* Michael will be the main owner of Android Side.
* Peter to focus on front end testing.

**Documentation**

* Po will focus on documents like Design and Implementation, Security, Deployment, Demo
* Michael will check the Pivotal Tracker, Project management
* Peter to focus on testing reports.
* Team will focus on the Project Management part together.
* Jian ma will focus on Requirements Analysis

**Presentation**

* Po will focus on documents like Design and Implementation, Security, Deployment, Demo.
* Michael will check and be the main Project Management Demo.
* Ananya will check the Requirement Analysis and Pivotal Tracker (closing Tasks)
* Team will focus on the Project Management part together.
* Jian ma will focus on Requirements Analysis

**HARD DEADLINES:**

* Functional Programming and integration to be done by Wednesday morning 8am EST.
* Testing Thursday 10 am EST.
* Presentation deadline to be done by Thursday 12 noon EST.
* Documentations (Risk Management, SDD, STD, SPPP, Time Report, User stories, meeting minutes) to be done Saturday 12 noon EST.