

# SECURE SOFTWARE DEVELOPMENT (SSDCS\_PCOM7E)

TEAM: BUILDER

## Minutes of Meeting

**Main objective of the Meetings (on Google Meet and WhatsApp):** Developing the Flask API/Repository

Date/Time	Members Present	Agenda/Main Item	Discussion, Decision or Action
12 January 2022 11.30 am Neelam/10.30am Lukman/2.30pm Thien	Thien Liu, Neelam Pirbhai-Jetha, Lukman Mohamed	Reviewing the assignment (development of app) Distributing tasks	<ul style="list-style-type: none"> <li>- Creation of Asana account by Lukman</li> <li>- Thien created a repository [<a href="https://github.com/thienliu/ssd-secure-repository">https://github.com/thienliu/ssd-secure-repository</a>]</li> <li>- Neelam: finding notes, watching Corey Schafer's videos etc.</li> <li>- List all the tasks to be done</li> </ul>
17 January 2022 3pm Neelam/2pm Lukman/6pm Thien	Thien Liu & Neelam Pirbhai-Jetha	Review what has been done by each Member	<ul style="list-style-type: none"> <li>- Lukman did not attend the meeting as he got confused with the time zone difference. He said he had worked on the front-end. But the work was not sent to the shared repository.</li> <li>- He did not attend any meeting since the 12 January.</li> <li>- On the 24 January, Lukman informed, on WhatsApp, that he has taken a few months sabbatical leave.</li> <li>- The other members continued to work on the codes and doing research.</li> </ul>
27 January 2022, 31 January 2022 3 and 4 February 2022		Codes Review Different Testing	<ul style="list-style-type: none"> <li>- Sharing of codes</li> <li>- Research on testing</li> <li>- Working on the ReadMe document</li> </ul>
07 February 2022 08 February 2022 09 February 2022		Finalising presentation (exams )	<ul style="list-style-type: none"> <li>- Finalising the codes, ReadMe documents, cypher algorithms</li> <li>- Preparing the presentation for the 10 February</li> </ul>
10 February 2022 11 February 2022		Finalising the presentation, codes, documents	<ul style="list-style-type: none"> <li>- Finalising the presentation of our work in front of the panel</li> <li>- Reviewing the tutor's and moderator's comments on our work</li> </ul>
12 February 2022 13 February 2022		to be submitted	<ul style="list-style-type: none"> <li>- Finalising the document, testing the codes/app etc.</li> <li>- Submission of assignment</li> </ul>

This Minutes of meeting was drafted by Neelam Pirbhai-Jetha and verified by Thien Liu