TUES #10 INTRO TO IT (Block Market) – MS TEAMS INFO

Recording and MS Teams Invite Link

7/5/2022 [Recording](#) [MS_Teams_Invite](#)
10/5/2022 [Recording](#) [MS_Teams_Invite](#)
15/5/2022 [Recording](#) [MS_Teams_Invite](#)
22/5/2022 [Recording](#) [MS_Teams_Invite](#)
29/5/2022 [Recording](#) [MS_Teams_Invite](#)

Block Market 07 May 2022 Agenda

Location: Teams Meeting
Date: 07 May 2022
Time: 8:00 PM
Chair: Bo

Agenda items

[8:00PM] — [8:05PM]	Update on progress from each member. Reminder to complete A2 Spark Feedback. Reminder to have signature png uploaded to files.
[8:00PM — [8:10PM]	Discuss any troubles and roadblocks that might affect completion of task.
[8:10PM] — [8:15PM]	Discuss possible assignment of new tasks for members on idle.

Additional information

 This is a reschedule of the planned meeting on Friday 06/05.
Members in attendance: Bo, Russell, Van

Members not in attendance: Daniel (notified group hence excused), Hayden (to be chased up)

Block Market 07 May 2022 Minutes

Bo: Completed Skills and job for advertising specialist, set up Github repo, started on tools, started on wireframe,
Hayden: Completed Skills and Job Software Engineer,
Van: Finished skills and job UI/UX designer, working on weekly updates, appending to it based on everyone's progress.
Daniel: Apparently 60% through his skills and job bit
Russel: Working on website skeleton (functioning) but working on tweaking, Team profile (to be finished)

OVERALL:
Bo: discuss work on either scopes and limits or Risks with Van
Hayden: Remind to upload work to Github Repo
Van: discuss work on either scopes and limits or Risks with Bo
Daniel: Team Profile section to be cut down further
Russel: Continue work on Website and finish Team profile (group process & career plan) by Monday

Block Market 10 May 2022 Agenda

Location: Teams Meeting
Date: 10 May 2022
Time: 2:30 PM
Chair: Bo

Agenda items

[2:30PM] — [3:00PM]   Update on progress from each member. Reminder to continue with Git Commits. Task allocations and reallocations depending on each member's progress

[2:30PM — [2:40PM]   Discuss any troubles and roadblocks that might have affected completion of W9 Tasks.

[2:50PM] — [3:00PM]   Discuss assignment of new tasks for members. Start on project deliverable to be made (Wireframe).

Additional information

Members in attendance:

Members not in attendance: Hayden (is currently incredibly ill and is unable to attend meetings/make contributions to the project)

Block Market 10 May 2022 Minutes

Bo: Assigned and continuing to work on project descriptions, completed timeframe for week 1 and continuing to work on it, updating administrative tasks such as tools and meeting,
Hayden: Completed all W9 Tasks.
Van: Completed Skills and Jobs. Completed week 1 Updates of the Weekly updates. Assigned Group Processes and Communication
Daniel: Completed Skills and Jobs. Continuously updating the main document.
Russel: Team profile to be finished, website skeleton done but needs to be pushed to git

OVERALL:
Bo: Assigned Tools and Technologies, Aims
Hayden: Due to illness, unable to make contributions.
Van: assigned scopes and limits in addition to current workload
Daniel: Assigned Risks and Testing writing section
Russel: Assigned Roles
Each member to add onto how their personal career plans for Team profile section

Block Market 15 May 2022 Agenda

Location: Teams Meeting

Date: 15 May 2022

Time: 8:00 PM

Chair: Bo

Agenda items

[8:00PM] — [8:05PM]	Update on progress from each member. Bring up discussion of outstanding tasks and identify whether to reallocate resources.
[8:00PM — [8:10PM]	Discuss plans to start prototyping and mockup
[8:10PM — [8:15PM]	Brainstorm ideas for presentation. Allocate new tasks to members

Additional information

Block Market 15 May 2022 Minutes

Bo: Completed overview section, completed career plans,

Hayden:

Van: Plans and progress, group process, scopes and limits (still need some refinement)

Daniel: Kept on top of report, completed testing, still need to understand risks

Russel: Upload some functionalities of the website but Git Pages need to be fixed and deployed.

OVERALL:

Bo: Book consultation for Tuesday 12:30-2:30pm and send invitation link via teams.

Hayden: Reassigned Aims, Tools and Tech to Hayden, Absent from meeting (to be caught up during tutorial)

Van: Continue working on remaining tasks

Daniel: discuss technical risks with Russell or Hayden during Tutorial

Russel: Absent from meeting (to be caught up during tutorial),

Tasks to be done before tutorial:

 Mockup and prototyping to be discussed in Tutorial.

Familiarize with Figma for wireframing and proto.io for mockup

Block Market 22 May 2022 Agenda

Location: Teams Meeting

Date: 22 May 2022

Time: 8:00 PM

Chair: Bo

Agenda items

[8:00PM] — [8:05PM]   Update on progress from each member.

[8:00PM — [8:10PM]   Discuss how to delegate work/features for prototyping.

[8:10PM] — [8:15PM]   Brainstorm ideas for presentation. Allocate new tasks to members

Additional information

Block Market 22 May 2022 Minutes

Bo: completed Risk, Motivation, completed Timeframe, completed flowchart for project

Hayden:

Van: Plans and progress Week 3 being updated, Finished Scope and Limits, Group Communications already completed awhile ago. Prototyping in Proto.io, 5 screens created and great designs so far.

Daniel:

Russel:

OVERALL:

Bo: Start presentation plan for Week 13

Hayden: around 18th was the last time of contact. Told about Friday meeting

Van: continue prototyping, maybe take over compiling report and submission

Daniel: Last spoken on Tuesday during tutorial. Told about Friday meeting.

Russel:

Proto.io doesn't consider conditionals.

Block Market 29 May 2022 Agenda

Location: Teams Meeting

Date: 29 May 2022

Time: 4:30 PM

Chair: Bo

[4:30PM] — [4:45PM]   Update on progress from each member. Tasks should be finalized by this point. Group Reflection included.

[4:30PM — [4:40PM]   Discuss Presentation, assignment audit, assignment submission.

[4:40PM] — [4:45PM]   Plan for on-campus meet up to rehearse presentation

Additional information

Block Market 29 May 2022 Minutes

Bo: Has been working on tools, also has been working towards the presentation, already has a working script, will work on finishing touches for tools and hyperlinks, also working with putting content on website

Hayden: Due to car crash and COVID, couldn't contribute as much. However, he attended the last meeting. Re-conciliated with the team and working on his career plan and group reflection.

Van: Handle the report collation

Daniel: To work on the group reflection

Russel: Has been putting the information on the website,

OVERALL:

Bo:

Hayden:

Van:

Daniel:

Russel:

Date for recording decided on Tuesday.