**Meeting Agenda & Minutes**

Fri 20/04/18, 13.00, The Zone at Ellison Building

**Agenda**

* Review system so far
* Look for missing parts
* Look at task allocation
* Look at state diagram

**Attendees**

Peter Smith (Scribe), Sam Connolly (Chair), Max Walsh, Michael Buglass

**Apologies**

**Minutes**

* The group discussed the task allocation system and corrected some errors within the database to do with the formatting of dates
* There was some discussion about how to handle repeating tasks for example, “should a task always be done on a monday or once a week?” It was decided that as long as the database knew how often to allocate a task and when it was last allocated, this would ensure that task would be done on the correct days
* New fields were added to help determine if a repeating task needed reallocating

**Any Other Business**

**Action Items**

* Corrected errors in the task creation UI
* Complete the edit user UI
* Finish the task allocation algorithm and show the information to the user

**Next Meeting Agenda Items**