**CITS3200 Team 10**

**Minutes of Team Retrospective held on Monday 18 September 2023**

Present: Tom, Nathan, Sapphire, Zen, Sam, and Dr Marinella Caruso (Client)

Apologies:

Absent:

Meeting Started: 11:30am

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| **1.1 Demonstration of project as it stands to client**  In this retrospective, we demonstrated to Marinella our progress on the project so far. This included: the sign in page and process, the application home page, walking through a “quiz” activity from a user standpoint, and demonstrating the how the results page looks.  **1.2 Discussion of further features**  We then discussed with Marinella any important information that we had regarding unfinished areas of the project. This included an explanation of how the audio similarity algorithm will work, the desired website name, and a revision of the administrator functionalities (a slightly reduced minimum viable product; now including the ability to assign a quiz, and to see some simple student analytics & results). Marinella enquired about the possibility of being able to listen to student’s submissions, but we informed her that with such large potential class sizes this would likely not be feasible.  **1.3 Suggestions and requests for improvement**  The client, Dr Marinella Caruso, then gave us some very useful feedback on our project so far, particularly regarding some areas that she felt could be improved. Overall, she was happy with the product (as it currently stands) but would like to see more instructions to make the website simple and easy to use.  Namely, a brief introduction page before each quiz, a small instructional sentence at the top of each question page describing what to do, instructions on how to properly input the self-evaluation score, and a small description on the meaning and breakdown of the algorithm generated similarity score were elements that she expressed a desire to see.  She found that getting permission to record and then starting the recording are not differentiated clearly enough.  Marinella also expressed an interest in the improvement of accessibility (screen reader) compatibility, as has students in her classes that make use of these tools. |

Meeting Closed: 12:00 pm