

Mentor Meeting 2 Minutes

Date 28/08/2024

Venue: Teams (Online)

Present:

- Ciaran David Petrus Engelbrecht 23169641@student.uwa.edu.au
- William Forrest Stewart van den Wall vdWB 23086983@student.uwa.edu.au
- Shashwat Abrol 23482415@student.uwa.edu.au
- Connor James Fernie 23443143@student.uwa.edu.au
- Oliver John Dean 21307131@student.uwa.edu.au
- William Sydney Lodge 22980141@student.uwa.edu.au

Apologies: N/A

Absent: N/A

Meeting Opened: 11:30am

Discussions

1.0 Mentor Questions

1.1 Mentor question 1: How did sprint 1 deliverable go

- Connor explained that sprint 1 was delivered on time, client didn't have questions, was successful
- Mentor discussed importance of documentation, planning, etc for beyond the project
- Oliver explained client's discussion of project requirements beyond CITS3200

1.2 Mentor question 2: How we are progressing toward sprint 2

- Connor explained progress with sprint 2 and organising the sprint

1.3 Mentor question 3: Challenges the team is facing, division of labour

- Connor briefly discussed running into technical challenges, explained how the team is working well together

- Shashwat discussed how the team is working well together and splitting up tasks
- William further discussed technical issues being faced by the group -> raised the issue with the client in meeting
- Mentor discussed organising baseline for software/hardware for performance testing -> back to test cases
- William Bake discussed performance testing and William Lodge explained his results for testing and the system he used

1.4 Mentor question 4: Any major wins

- William discussed being ahead of schedule and client's expectations
- Oliver added his results from testing: OCR is performing well above expectations

2.0 Team Questions

2.1 Team question 1: Python virtual environment

- William Bake asked if python virtual environments run slower than no venv
- Mentor explained that a virtualisation can impact performance

3.0 Next Meeting:

3.1 Mentor meeting schedule

- Proposed next meeting: Thursday 19th September
 - Team retrospectives (Mentor facilitating)
 - Mentor going on leave at the end of September

4.0 Action Items:

- Connor set up next meeting on teams
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Meeting Closed: 11:55am