

## Project 2: Meeting Notes

Attendees: Keldin M., Stacy K., Steven C., Samuel U.

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### Meeting 1: Requirements and Strategy

For our initial meeting for Project 2, as a team, we reviewed the project requirements and discussed any questions or concerns that came up. This helped the entire team gain a better understanding of this project and identify potential challenges we may encounter while working towards completing it.

Additionally, we also worked together to create a strategy that we all could agree on for dividing responsibilities and work among the team. We considered the difficulty of this project and how much work was required to ensure that everyone was assigned tasks equally. We also established a timeline with specific deadlines to keep us on track and make steady progress toward our goal of completing this project, and we also set up our next meeting time and date.

To get everyone up to speed, we also assisted each other in setting up our GitHub accounts to work with the shared repository and the basics of using Git. We tested and learned about being able to pull, commit, and push changes. Additionally, we set up different branches for each other's individual work. Doing all these things allowed us to collaborate more effectively and work more efficiently on this project.

Overall, our first meeting was productive and successful. We set up a strong foundation for the project.

### Meeting 2: Solution Overview, Math, Bug Fixes, and Next Steps

During our second team meeting for Project 2, we worked on important tasks that improved our implementation for this project. First, we ensured that the code we wrote met the agreed-upon standards. During this process, we identified areas that needed improvement, particularly in the mathematical aspects of our solution. Once we addressed this issue, we brought everyone up to speed with our solution, ensuring clarity and resolving any confusion.

Additionally, we also fixed a couple bugs that came up after modifying our mathematical calculations. We thoroughly double-checked the results to ensure they matched our expectations after the bug fixes. Lastly, we scheduled a date and time for our next meeting to maintain the consistent progress and stay on track for the project's due date.

### Meeting 3: Code Review, Output Validation, and Wrap-Up

During our third and final meeting for Project 2, we successfully concluded the remaining tasks. Firstly, we conducted a thorough review of the final code,

ensuring its accuracy and efficiency. We paid special attention to any potential bugs or optimizations needed. Secondly, we took the time to double-check the output on each team member's mininet instance to guarantee consistency across all environments. We examined the results, confirming that they aligned with the project requirements. We also made an effort to enhance the program's documentation. We added comprehensive comments that explained some of the intricacies of the code, facilitating better understanding for whoever reads it. Finally, an update and finalization of the meeting notes, capturing all essential discussions, decisions, and action items for future reference was performed. The final meeting was productive and marked the successful completion of Project 2.