

Meeting Minutes – 11/7 5:30pm EGR 220

Attendance

Alex Kahn
Jesus Garcia
Tyler Mitchell
Taylor Walker
Ana Steinmacher

Upcoming Due Dates

Tech Feasibility due 11/7
Team Mini Update due 11/7
Requirements Doc due soon

Agenda

Review Task Report
Requirements Doc

Minutes

Need to have last Requirements Doc approved by Client
Stand Up

- Everyone has been using tutorials and training
- Tech Feasibility is updated, collab work from everyone

Tech Feasibility:

- Was due today like stated, flexible this time
- Ana will be in SICCS all day except 11-1:30 for Feasibility turn in

Requirements Doc

- Members have split up sections

Design Review Presentations

- Like a practice formal presentation
- Should invite our client
- Will present to Ana
- Will show our tech demo? No, just an update on it
- About 15 min, like previous presentation + tech demo + requirements + dev plan

For Dry Run

Ana is grading first for completeness

Completeness =

Big picture - why is online tutoring important

What is the problem with our client's business? Talk about current

business model

Then present our solution, how it solves the problems, how it improves

business

After this, present our requirements, and how we got them (meetings,

learning, etc)

Then talk about functional/nonfunctional requirements

Discuss risk and feasibility, and how to mitigate risks

Talk about tech choices

Project schedule

Conclusion

All this should flow smoothly, NOT text heavy, short and glance-able

Using pictures, should match what we talk about, be relevant

Give update on Tech Demo? Don't need to show it but explain a little?

Peer Evals

Due tonight

Insert scores and send spreadsheet to Ana and on BBLearn

Assigned Tasks

Design Review Dry Run Slides - due Monday 11/13

Design Review - 11/21 4-6pm

Discuss Requirements with Client

Start working on Tech Demo

Project Decisions

N/A

Notes

N/A