

Project Group 17

Weekly Project Meeting Minutes 09/02/2017

Present: All except Grigor.

Place and time of meeting: LL-CIS, Thursday 9th February 2017, 13:10

Circulation list: All project members, plus project manager

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Version: 1.1

Matters Arising

All Blogs need to be emailed to Laurence Tyler and the content of the blog needs to be good and include hours done.

New Business

- 1 Absences:
Grigor
- 2 Revised Hand in dates for UI document and Test Document to the week commencing 27th
- 3 Testing Document
 - 3.1 Tests need to be more specific and more repeatable. State explicitly what each test is to do and make it test only one specific part of the system.
Action: lie4, deo4
 - 3.2 Combine tests into one document which must follow the template on blackboard. **Action: lie4, deo4**
 - 3.3 Have tests from FR1 to FR10 done by next week. Delegate some of these to others (Will and Grigor) to help with work load. **Action: lie4, deo4, wgf, gmm11**
 - 3.4 Upload tests to github for critique when they are finished. **Action: lie4, deo4, wgf, gmm11.**
- 4 UI Document
 - 4.1 Produce formalised UI document using template on blackboard. **Action: adl12, jor51**
 - 4.2 Liaise with Arron and Jakub to get a better understanding on how the GUI will interact with the system. **Action: adl12, jor51**
- 5 Quality Assurance Document
 - 5.1 Upload notes on Quality Assurance Documents to github for other to read.
Action: wgf, gmm11

- 6 System Architecture
 - 6.1 Produce a more detailed System Architecture. Including how classes will interact and what methods they will include. **Action: aaw12, jaj48**
 - 6.2 Liaise with Adam and Josh as to how the GUI will interact with the System Architecture. **Action: aaw13, jaj48**
- 7 Project Leader and Quality Assurance Manager
 - 7.1 By next week we need to decide on who is our project leader and deputy project leader so consider who we want for these roles. **Action: All.**
 - 7.2 By next week we need to decide on who is our quality assurance manager and deputy quality assurance manager so consider who we want for these roles. **Action: All.**

Any other Business

In future meetings when presenting to the group make sure you can display on the projector, not passing laptops around the table.