

# Project Group 17

## Weekly Project Meeting Minutes 16/02/2017

**Present:** All

**Place and time of meeting:** LL-CIS, Thursday 23<sup>rd</sup> February 2017, 13:10

**Circulation list:** All project members, plus project manager

**Author:** Adam Lawson

**Date of minutes:** 23<sup>rd</sup> February 2017

**Version:** 1.0

## Matters Arising

Blogs content needs to be improved.

Tests need to be more specific and the language used needs to be more formal

Weekly hours need tracking

## New Business

1. Absences:  
None
2. Roles Assigned:  
Project Leader – Adam (adl12)  
Deputy Project Leader – Aaron (aaw13)  
Quality Assurance Manager – Will (wgf)  
Deputy Quality Assurance Manager – Josh (jor51)
3. Testing Document
  - 3.1 All tests need to be completed by Monday 27<sup>th</sup>. **Action: lie4, deo4, wgf, gmm11.**
  - 3.2 Tests that are lacking tests or still need completing need finishing. **Action: lie4, wgf.**
  - 3.3 Tests need to be made more specific and the language used needs to be made more formal. **Action: deo4, gmm11.**
4. UI document:
  - 4.1 Document needs finalising for Monday 27<sup>th</sup>. **Action: jor51.**
  - 4.2 PowerPoint needs to be complete by Monday 27<sup>th</sup>. **Action: adl12, jor51.**
5. System Architecture / programmers
  - 5.1 Develop the flow of the game logic setting up methods and how classes will interact. **Action: aaw13, jaj48.**
  - 5.2 Plan which methods will be called in order to achieve functionality required. **Action: aaw13, jaj48.**

- 5.2 Build another prototype of the GUI with slightly more functionality. **Action: adl12, aaw13.**
- 6. SVN
  - 6.1 QA manager (Will) set up SVN to the correct documented standards. **Action: wgf.**
  - 6.2 Ask Chris if we can do nightly uploads to SVN from github instead of using SVN directly. **Action: lgt, adl12.**
- 7. Review Meeting
  - 7.1 Review meeting will be on Monday 27<sup>th</sup> Feb, Time to be confirmed. **Action: All**
- 8. Weekly hours
  - 8.1 Set up excel sheet to track hours done. **Action: adl12**
  - 8.2 Everyone required to enter the amount of hours done each week into the excel document. **Action: All.**

## **Any other Business**

Constant updates to SVN need to be performed from github while were not sure if we can use github and begin to stop relying on github in case a switch is needed

Need to play the game and make a list of rules we are unclear on to send to Chris for clarification