

BSc Computer science programme

Course name: CM2020 – Agile software programming

Tutor group number: 5

Team number: 44

Team meeting date: May 15, 2023 08:00 PM London

Team members present: Anh, Barry, Florian, Maxime, Yağmur

Team members absent: /

Agenda item	Time	Description	Discussion	Action points
Presentation	10min	Very briefly introduce team members to better know who is who and our respective backgrounds	<ul style="list-style-type: none">- Where do you live ?- Your motivation doing this degree ?- Are you working aside of the degree ?- How busy you are / time available for the team work ?- Anything you want to mention, difficulties or worries about something ?	/

Experience	5min	Identify experience from team members	<ul style="list-style-type: none"> - Is someone already experienced in Agile or project management ? - What programming languages you know and which one you prefer / you are the most at ease with ? 	<ul style="list-style-type: none"> - Define possible languages for the project
ASP Module	2min	Free talk about this course	<ul style="list-style-type: none"> - Your thoughts about this module - Your current progression 	/
Global organisation	10min	Clarify tools we use, how we organise our team.	<ul style="list-style-type: none"> - Document sharing platform and how we use it ? - Control versioning system - Planning and time management tool - Communication frequency and tools - How do we assign tasks for the next weeks ? Which tool ? - What about roles ? - Global rules 	<ul style="list-style-type: none"> - Make a final version of the team rules document - Set up the document sharing platform - Set up the control versioning system - Set up a task management system for the coming weeks

Project	8min	First talks about our future project	<ul style="list-style-type: none">- Share your ideas if you already have some- What kind of app you would like to do ? Topics you have an interest for ?- Orientation of the project, graphics ? Data ? Web ? ...	<ul style="list-style-type: none">- Summarize our first ideas in a document
Midterm report	5min	Identify aims and goals for the midterm	<ul style="list-style-type: none">- How to structure the report- What kind of information to show ?- How do we include the readings material ?- Think about a roadmap, or tasks for the next weeks	<ul style="list-style-type: none">- Make a first draft document with the global structure