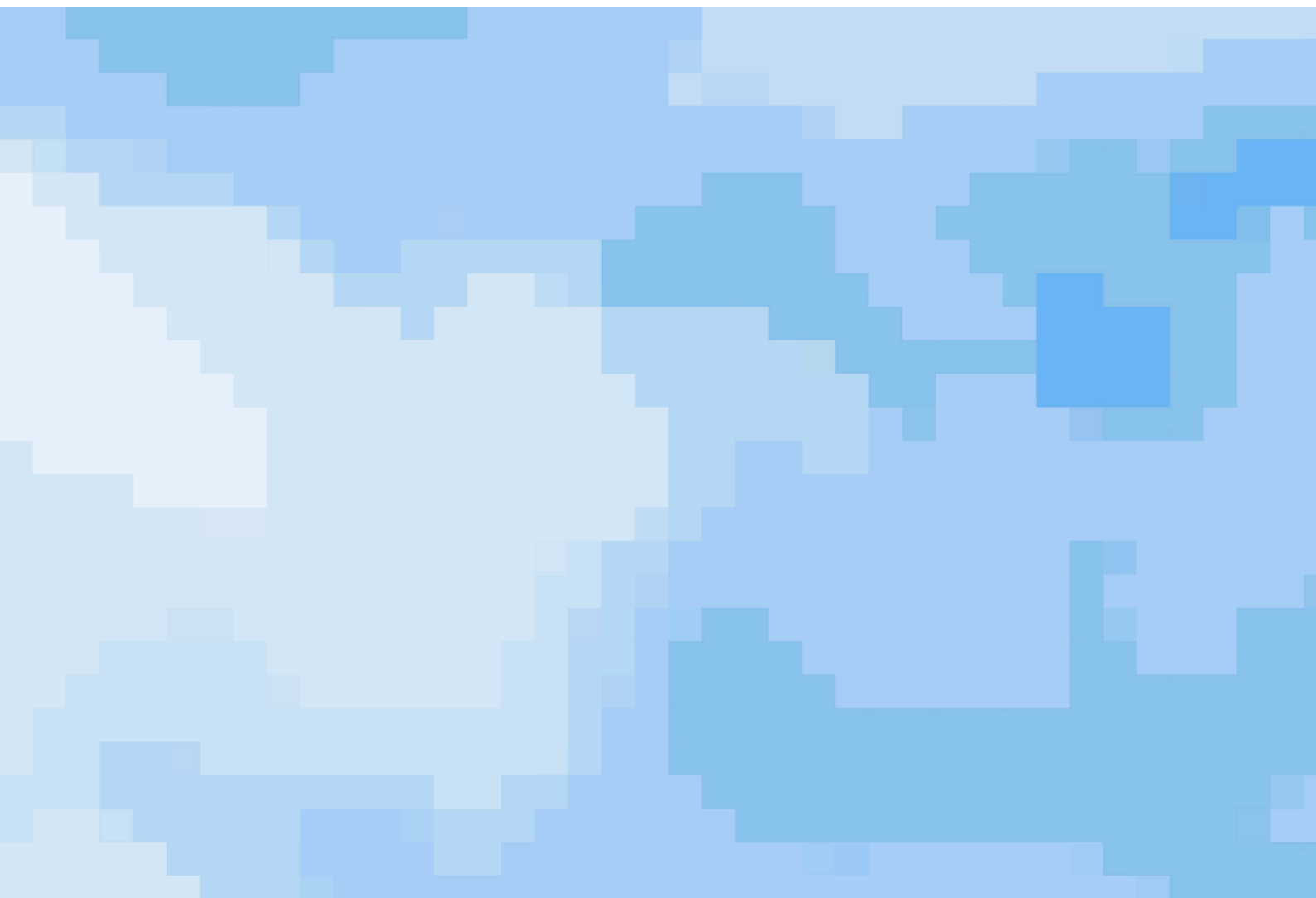




# Software Project Progress and Documentation Meetings

Group: JARS with an E

Project: Napoelon's Adventures



## Meeting Summary

**Date:** 18/02/2025

**Meeting Type:** Online

**Objective:** This meeting focused on the prototype submission deliverables, ensuring that all required documentation and files for the ELE submission were accounted for. Discussions included reviewing the specific files needed, assigning responsibilities for each document, and outlining the next steps for preparing the Minimum Viable Product (MVP). Additionally, the team planned how to finalize individual tasks and integrate all components before submission.

---

## Discussion Points

### 1. Prototype Submission Deliverables

The team reviewed the key deliverables required for the project submission on ELE. It was noted that, in addition to the working prototype, multiple documentation files needed to be submitted. These include process documents, product-related files, and technical documentation.

Key points from the discussion:

- Responsibilities were assigned, with each team member taking charge of a specific document.
- Team members were encouraged to collaborate while ensuring individual accountability for their assigned files.

### 2. Minimum Viable Product (MVP) Requirements

The team outlined the core features that need to be implemented before submission to ensure that the MVP meets project expectations. These features include:

- Password Reset Functionality: Instead of using the terminal, the system should send a reset link via email.
- Email Confirmation: Users should verify their email during registration.
- Landing Page Enhancements: The navigation bar, QR code text box, and a map should be included.
- User Profile Implementation: Profiles should store and display user-specific data.
- Mini-Games: Two mini-games will be implemented:
  - A Match 3 game located at the INTO building.
  - A Catch the Rubbish game near designated trash cans (Cornwall House/outdoor pool).

Regarding the mini-games, it was emphasized that they should each address a small and precise but meaningful problem related to waste management on campus. This aligns with the project's broader goal of promoting sustainability through gamification.

### **3. Timeline and Next Steps**

To ensure smooth progress leading up to the submission deadline, the following timeline was established:

- Thursday (22/02): Online check-in to review individual progress.
- Sunday (23/02): Complete all individual tasks.
- Monday (24/02): Integrate all files, cross-check documentation, and fix any remaining bugs.
- Tuesday (25/02): Final submission before the noon deadline.

Daily updates will be provided via WhatsApp to track progress and address any blockers.

### **5. Contingency Planning for QR Code Functionality**

One concern raised was whether the team could switch from QR-based interactions to GPS-based functionality if technical issues arise. This needs to be clarified before the final presentation to ensure flexibility in implementation. A follow-up question will be submitted on Monday to confirm whether such a change would be permissible.

---

## **Conclusion**

This meeting focused on structuring the prototype submission deliverables, finalizing MVP requirements, and assigning responsibilities to team members. The discussion also clarified the timeline for the coming days and identified contingency plans for potential technical challenges. The next step is to ensure all tasks progress according to plan and that everyone stays aligned through regular updates.

---

## **Next Steps**

1. Ensure all documentation follows the standardized format and is assigned appropriately.
2. Complete and test MVP features, focusing on password reset, email confirmation, and game mechanics.
3. Clarify whether switching from QR to GPS-based functionality is feasible if needed.
4. Conduct a final review session on Monday to verify completeness before submission.

5. Maintain daily progress updates via WhatsApp.

### **Action Items**

- Ask for Rami and Jem's input to finalize task delegation.
- Revise and update the Kanban board to reflect current priorities.
- Ensure all coding and documentation tasks are completed on schedule.