

# Meeting Agenda and Minutes

Sept. 19, 2022 9:30 am to 10:00 am CSC B-10

# **Agenda Items**

- 1. Review client discussion with TA
- 2. Discuss project concerns and scope

# Attendees:

Jensen Khemchandani

Peter Qiu

Ronggang Cui

Matthew Sheydwasser

Leen Alzebdeh

Victor Nguyen

Tomas Peschke

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# Review client discussion with TA

#### Notes:

- Discovered login is only done via OAuth
- Right after logging in, administrators need to enter payment information
- Need to be able to view "Dev in a Box Environment" details via Mock API
  - Mock API details will be revealed to us after NDA
- Need to be able to create a new "Dev in a Box Environment" and process payment via stripe.
- Went over what everyone was assigned:
  - Leen Project overview
  - Jensen/Victor High level software design
  - Matthew/Tomas User stories and acceptance tests
    - Discussed with Jashwanth regarding proper acceptance testing and what is required from the rubric's perspective
  - Peter Teamwork document and canvas

o Roman - Low fidelity user interface

# New action items and responsibilities:

- 1. Ensure that the NDA is signed ASAP
- 2. Make sure that the scope of the project is completely understood

# **Discuss project concerns**

#### Notes:

- Jashwanth thinks that we don't fully understand the desired scope of the project
  - o He thinks that we need to communicate better with the client
- Came to a resolution regarding project scope.
  - It seems that there was a disconnect between the clients and the professor about the amount of work that is required for the project
  - Jashwanth will be meeting with client and Professor Ildar to determine next steps
- Need to confirm frontend 'theme' and what an acceptable UI design is from the client's perspective
- Need to figure out what is required to ensure that the app is secure and extendable from the client's perspective.
- Need to confirm with the client if what we are doing is aligned with their product vision.
- Went over the importance of consistently pushing to git such that Jashwanth can monitor our progress.
- Discussed Blockers will gain a better understanding after meeting with clients and discussing with Ildar/Jashwanth again.

### New action items and responsibilities:

- 1. Start pushing our work to Git ASAP setup 'dev' branch
- 2. Schedule a new meeting with client (might change after conversation with Jashwanth later today at 12:00 PM)
- 3. Reach out to Jashwanth about setting up admin privileges for the Github repo such that we can start hosting documentation and posting to project boards
  - a. Start pushing the documentation to the page ASAP