

Formal meeting

Friday, October 10, 2015 2:00pm | GPQ's office in SEB



Minute Taker	Bryan Kok (BK)
Attendees	Dr Guoping Qiu (GPQ), Dylan Wang (DW), Gloria Liu (GL), Bob Peng (BP), Suleiman Ramjaun (SR), Bryan Kok (BK)
About this meeting	Third formal meeting; aim to have GPQ describe more about aspects of the project like requirements specification, project website, and how our implementation should start.

	Type	Note	Owner	Due
1. Action points completed from last meeting	TODO	Decide on the specifications of the server (what is needed, where is it), so that the school/university can support us.		2015-10-16
1.1	DECISION	Start implementing algorithms that we have studied. For example, successfully modifying perceptual hash to include color, or combining both color and texture approach, or using the new method known as wavelet transform.		2015-10-16
1.2	INFO	Informed GPQ of our research, including calculating the hash on the mobile side and transferring it to server.		
1.3	DECISION	Start testing the database by storing the path and metadata, which is mostly the fingerprint.		2015-10-16
1.4	INFO	GPQ mentioned that we are "right on track" and "making good progress".		
2. Group project website information.	INFO	Purpose of the website - it is "deliberately vague." The purposes of the website include 1) showcasing your project, 2) promoting (informing about the benefits of your project) and 3) possibly as a central place to share information within the group (not necessary since we already have GitHub wikis and Trello and other methods.)		
2.1	INFO	Put all the meeting minutes and make it useful for documentation purposes - GPQ mentions the website is up to us to design in such a way that it "is useful for your development process". We already have that in mind.		
3. Requirements specification	INFO	GPQ mentions that the structure of the updated, expanded requirements specification will include: "The project is going to develop a client-server system; the server side will host x, the client side is in Android, it will have functions x, y, z". Similar to System Requirements in software engineering.		
3.1	DECISION	Use SE methods - draw the time plan using a Gantt Chart on a weekly basis. Divide the time up so that we can see how many of our deadlines are being met, according to our block diagram.		2015-10-16

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3.2	DECISION	Our "functional block diagram" is actually a type of block diagram already. We could divide the tasks up into more independent units.		
4. Software Engineering Processes	INFO	"It is good practice" to structure the project based on SE methods, even though it will not be assessed.		
4.1	TODO	The specification is basically the expanded description to be put on the website.		
4.2	TODO	Update the user and system requirements after this has been done; this is to be done on our own terms.		
4.3	INFO	Start coding in 2 weeks time (??? The handbook says we must have some code running by late November!!)		