

MINUTES

MEETING:		
DATE: 30/04/24	TIME: 13:00	DURATION: 1 hr
MINUTES TAKEN BY: Josh Bradley		

ATTENDEES: Luke Warbey, Hari Mamman, Jabez Cheung, James Stevenson, Josh Bradley, Noah Carter, Rob Walker, William Betteridge, Zihao Ma, Mohammad Nasr-Esfahani
APOLOGIES: None

TITLE: Marketing
DISCUSSION:
Marketing survey to be adjusted with Mohammad's feedback. Marketing plan price etc. may be adjusted based on competitors. Marketing plan 3.4: Features need defining/making more specific 3.4.3: "Integration with other software" needs revising 4: Pricing Proposal needs double checking.
Marketing needs its own gantt chart
Marketing plan needs expanding on the whole budget and timeline
Financial budgeting needs more oversight, cost breakdown. Timeline required, free trial etc. Audience needs specifying, intro needs expanding. 3.1 and 3.2 don't match 3.2 to be moved to new section, new section 4. Bullet points are very generic. Dumb it down, explain as if they don't know what our project is
Mohammad will find us some simple marketing material from management.

TITLE: What do we need to get done
DISCUSSION:
All non-critical work is cancelled. Vital work: Admin page: Machine status: can be complete but no machines or example Machine information: can be complete but no machines or example Admin page: needs to be able to add a machine to machine status and information. Create and edit users.

Login page: forgot password

TITLE: XML Writing

DISCUSSION:

Can't insert data into XML currently. Database can export a string that will fill the XML.

William wants to use a DOM parser