Meeting Minutes 3

Date/Location: 29-09-2025, BUP CR: 302

Attendees:

1. Mst. Labonno Rahman Oishy (ID: 2254901107)
2. Rabeya Islam Rima (ID: 2254901055)
3. Ameer Sohail Aurnab (ID: 2254901011)
4. Nasrat Jahan (ID: 2254901061)
5. Sunehra Tabassum (ID: 2254901047)

Start Time: [11:30 AM]

End Time: [12:00 PM]

Decisions

1. Database schema will be implemented and tables created by assigned members.
2. User Interface tasks will be divided among team members based on the finalized mockups.
3. The use case diagram will serve as the reference for verifying all required features.
4. Weekly progress updates will continue on Trello, with Discord for quick communication.

Action Plan

Action	Allocated Team Member(s)	Deadline
Create SQL tables as per finalized DB schema	Aurnab,Sunehra,Rima,nasrat,Labonno	01-10-2025
Upload use case diagram And DB schema in GitHub Wiki	Aurnab,Sunehra,Rima,nasrat,Labonno	01-10-2025

Prepare UI prototype	Aurnab,Sunehra,Rima,nasrat,Labonno	01-10-2025
Cross-check features with Use Case Diagram	Aurnab,Sunehra,Rima,nasrat,Labonno	01-10-2025
Document UI mockups and database setup in GitHub Wiki	Aurnab,Sunehra,Rima,nasrat,Labonno	01-10-2025

Actions

1. **Trello board** updated for tracking DB + UI tasks. *(Responsible: All, ongoing)*
2. **Discord check-ins** scheduled twice in this week (Sunday & Wednesday). *(Responsible: All)*
3. **Next Deliverable:** Working database with sample data + first interactive UI prototype (Deadline: 01-10-2025).