Preliminary Project Proposal

Team Int\_Elligence

Chandana Priya Gandikota

Jiayi Wang

Sai Srujan Chinta

Varun Chanddra

# Part 0

Language

Python

Platform

Linux

API

Google Map API

<https://developers.google.com/maps/documentation/>

Google Calendar API

<https://developers.google.com/calendar/>

Data Storage

SQLite

# Summary

Meeting Scheduler, is a desktop application with the purpose of reducing the woes in setting up meetings and recording the progress. The application helps in charting up meetings while being considerate to each of the participant’s personal schedules. It also serves as a mean to record the sessions in terms of the progress or proposals put forth or even noting the decisions made during the meetings. The ultimate aim of this application is to trivialise the process of organizing any kind of meetings, be it formal, informal, personal or educational.

Meeting Scheduler uses each participant’s itinerary to provide a set of optimal times to convene the meeting and lets the convener decide the time and duration of a meeting. The coordinator of the meeting would be able to take notes or attach data for a particular meeting to record the session. Thus, with an organized history containing the details of each sessions, the coordinator would be able to retrieve or generate reports of the meetings.

Meeting Scheduler would allow a single person to organize separate meetings for various groups, while maintaining the data for each group individually. A person responsible for managing various teams would be able to convene meetings for different groups and capture the data for each group and each meeting in one place; accessible privately for him at any time, anywhere.

# User Stories

## Account

Create Account: As a user, I want to be able to create an account  
so that I can sync my schedule and use the system. My conditions of  
satisfaction are that system stores my basic profile information, suggest available usernames and allow me to set a login password.

Sign In: As an authorized user, I want to be able to log-in to my account so that I can access, update my information, find upcoming meetings, schedule new meetings, find best time slot for the meeting and get comprehensive report on things covered. My condition of satisfaction are that the system asks for my login credentials (user name, password) and allow me in on valid entries.

Forgot-password: As a registered user, I want to be able to reset my password so that I can I don’t have to fear the loss of credentials. My condition of satisfaction is the system should send me link for password reset to my emaiI provided at the time of registration.

Create groups: As event host/ participant, I want to be able to create new groups for people attending same events/meetings and allow sharing of information within that group. My condition of satisfaction is that I should be able to search for people (based on their usernames) and add them to a new group.

## Location, Check in

Location: As a user, I want to be able to access the location of a particular meeting so as to be prepared for it. My conditions of satisfaction is that the system should show me a map location for the meeting venue.

Directions: As a user, I want to be able to search for directions to a meeting place from my current location so that I can easily get to the venue.

Check-in: As a meeting host/attendee, I want to be able to check-in as soon as I show up in a meeting in order to keep track of all the participants’ attendance and for personal record My condition of satisfaction that I am either provided with an option to manually check-in or the system automatically checks-in (based on my current location) and update that info in the system.

## Scheduling (manual input time, import from google calendar)

Scheduling (from user perspective): As a user, I want to be able to schedule a meeting as per my convenience so that I can prepare for the meeting accordingly. My conditions of satisfaction are being able to: toggle between manual input and automatic import from my google calendar, update my available timings prior to the deadline set by the meeting organiser, set restrictions on meeting timings even in the case of import from google calendar, vote on available locations for the meeting if this option is made available.

Scheduling (from organiser perspective): As an organiser, I want to be able to schedule a meeting as per the convenience of all the attendees so that everyone is informed beforehand about the meeting. My conditions for satisfaction are being able to: set a deadline beyond which no changes can be made to the available timings of the attendees, set general restrictions on the meeting timings such as no meeting after 9:00pm, toggle between taking a consensus on a list of locations for the meeting and enforcing a particular location for the meeting, bypass rules in case of emergency meetings.

## Wishlist

### Topics, to-do, notes

Todo List: As a user, I want to be able to create todo list for specific meeting sessions so that I can use our meeting time more efficiently. My conditions of satisfaction are creating, reading, updating, deleting tasks and setting tasks as completed*.*

Note Taking: As a user, I want to be able to take notes for a meeting so that I can write down ideas that the team can further explore after the meeting. My conditions of satisfaction are writing, deleting and editing notes, use speech recognition to take down notes.

### Automatically generate report, send notifications when changes are made

Report Generation: As a user, I want to generate reports on meetings automatically so that I can keep track of the team’s progress. My conditions of satisfaction are generate reports with template, create weekly, monthly and semester long reports.

Notifications: As a user, I want to be notified if meeting location or time changes for a meeting so that I won’t miss any meetings. My conditions of satisfaction are sending out emails to all group members when location or time changes.