

TeamPart Group4

Project Manager: Abid

Documentation Lead: Aman

Quality Assurance: Mihai

Sub-Systems Planners:

Customer: Aman

Service Web: Abid

Manager: Mihai

Operation: Pavan

Abid set up a GitHub Repository for all team members to upload their files to and to keep a track of progress. This allowed us to see each others progress and also leave feedback during meetings that we planned using a groupchat that we made.

GitHub URL: https://github.com/Abid-Zaman-brookes/COMP5047_Group4_Coursework_Repository

Meeting Notes

Meeting 1 - 02/10/2024

Begin: 13:00

End: 14:10

Meeting Attendance: Abid, Mihai, Aman, Pavan

Purpose :

We went over the coursework specification and case study and delegated subsystems for each member to undertake. In addition to this we created a project management hierarchy in which individuals took certain roles to ensure that the coursework is completed within a certain given deadline.

Meeting 2 - 09/10/2024

Begin: 12:30

End: 13:30

Meeting Attendance: Abid, Mihai, Aman, Pavan

Purpose:

This meeting was organised to begin Task 2 whilst ensuring that every team member made progress on their given task. We discussed the functional requirements from the case study while focusing on our given area, creating the quality requirements. We also discussed and planned future meetings and preparations for Task 3. Overall, the meeting went well and everyone attended.

Meeting 3 - 16/10/2024**Begin:** 12:30**End:** 13:40**Meeting Attendance:** Abid, Mihai, Aman, Pavan**Purpose:**

We reviewed progress on Task 2 and ensured alignment of individual contributions. Aman provided an update on the Customer subsystem design, while Abid highlighted early Service Web implementation challenges. Mihai identified areas requiring quality improvements, particularly in documentation consistency. Future plans for Task 3 were discussed, including early drafts of the architectural design.

Meeting 4 - 23/10/2024**Begin:** 13:00**End:** 14:00**Meeting Attendance:** Abid, Mihai, Aman, Pavan**Purpose:**

In today's meeting focused on Task 3. We finalized and cross-checked the functional and quality requirements for all subsystems. Pavan presented the operational subsystem's initial framework. Mihai ensured quality standards were met, noting minor inconsistencies in the Service Web subsystem. Abid scheduled a follow-up session for integration testing preparations.

Meeting 5 - 30/10/2024**Begin:** 12:00**End:** 13:10**Meeting Attendance:** Abid, Mihai, Aman, Pavan**Purpose:**

Initial drafts of the architecture were shared and peer reviewed. Aman refined the Customer subsystem's workflows, while Mihai validated the integration with the Manager subsystem. Abid proposed a prototype timeline to ensure progress before Week 8. Discussions included preparation for a mid-term review.

Meeting 6 - 06/11/2024**Begin:** 12:30**End:** 13:20**Meeting Attendance:** Abid, Mihai, Aman, Pavan

Purpose:

The meeting revolved around addressing feedback from the mid-term review. Abid spearheaded bug fixes in the Service Web subsystem. Mihai identified a potential issue with cross-subsystem communication and suggested improvements. Pavan worked on refining the operational logic while Aman updated the documentation to reflect changes.

Meeting 7 - 13/11/2024**Begin:** 13:00**End:** 14:10**Meeting Attendance:** Abid, Mihai, Aman, Pavan**Purpose:**

Progress toward integration was the main agenda. Subsystems were tested independently, with Mihai ensuring all quality standards were met. Aman outlined changes to the Customer subsystem following feedback, and Pavan highlighted operational improvements. Abid proposed a schedule for final integration and testing.

Meeting 8 - 20/11/2024**Begin:** 12:30**End:** 13:30**Meeting Attendance:** Abid, Mihai, Aman, Pavan**Purpose:**

The team-initiated integration testing, focusing on resolving compatibility issues. Mihai facilitated cross-team quality reviews to ensure subsystems adhered to the established requirements. Abid introduced a new feature idea for the Service Web subsystem, which was approved for inclusion in the final build.

Meeting 9 – 05/12/2024**Begin:** 11:00**End:** 17:00**Meeting Attendance:** Abid, Mihai, Aman, Pavan**Purpose:**

We took a small break between meetings to ensure that we got other coursework done but planned to come back on this date to make sure that we got it all done before submission. Final integration and testing were the focus. Subsystems were fully combined, and system-wide tests were conducted. Mihai oversaw bug reporting and resolution, ensuring quality benchmarks were met. Aman prepared the final documentation draft for submission, with team members providing additional input. Abid set up the zip file and submitted.

Team Collaboration:

The team worked well with each other, Abid being a strong leader, Aman keeping documentation up to date, Mihai ensuring that our work was of high quality and Pavan contributing heavily to the progress of our work. Our feedback to each other allowed us to make significant changes that were needed to ensure that we had the best quality coursework and that goals were reached within our specified deadlines. The planning of meetings proved effective and vital to achieving our goals of having high quality coursework to submit.

Overall, a positive experience, a group that would love to work with each other again.

Task 4B -

