COMP5047 Applied SoftwareEngineering Group 4 Meeting notes

**Project Manager**: Abid

**Documentation Lead:** Aman

**Quality Assurance:** Mihai

**Sub-Systems Planners**:

**Customer**: Aman

**Service Web**: Abid

**Manager**: Mihai

**Operation**: Pavan

**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:** 13:00

**End:** 14:00

**Meeting Attendance**:Abid, Mihai, Aman, Pavan

**Purpose:** The meeting was organised to begin Task 3. Everyone made progress on their respective UML diagrams and we talked through how to develop both the UML and Activity Diagrams. In summary, the meeting was successful and we discussed problems together.