COMP5047 Applied Software Engineering 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.

**Meeting 4 – 30/10/2024**

**Begin:** 12:31

**End:** 13:30

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

**Purpose:**

We went over the previous weeks course work discussing any issues that we had. We then began looking at tasks 3 and 3B (use case and activity model). As a group using UML, we had a look at everyone’s developed UML diagrams and discussed what could be added or removed. We began preparation for task 3B, one of our group members had already completed it so that meant that he was able to give us advice on how to prepare it and begin modelling the activity diagram. After concluding the meeting, we spoke about how we will use the next meeting to go over the activity diagrams and start task 4.