# **Vacation Planning Tool – Tiny Coders**

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| **Date of Meeting:** | 6/18/2022 |
| **Minutes Prepared By:** | Erika Valle-Baird |

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| 1. Purpose of Meeting | |
| * Project Overview * Second Deliverable Overview * Review of Expectations and Requirements * Requirements Discussion * Requirements Presentation Overview |

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| 2. Attendance at Meeting | | |
| *Name* | *Team* |  |
| Erika Valle-Baird | Tiny Coders |  |
| Domeniko Kodra | Tiny Coders |  |
| Mohammed Khoshkhoiyazdi | Tiny Coders |  |
| Madison Bilko | Tiny Coders |  |
| Collin Cavanaugh | Tiny Coders |  |
| Tamara Greer | Tiny Coders |  |

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| 3. Meeting Notes, Decisions, Issues | | |
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* Team began meeting by continuing the discussion set forth last meeting about the requirements document.
* Team reviewed the structure of the second deliverable a second time.
* Team reviewed the power point presentation and discussed ways to present and complete the presentation.
  + A recorded Zoom meeting was presented.
  + Each member submitting audio clips of a section of slides was presented.
* Starting with the Introduction, category specification and assignment fell into the following format:
  + Purpose of Document - Erika Valle-Baird
  + Background - Domeniko Kodra, Collin Cavanaugh
  + Project Scope – Domeniko Kodra
  + Users - Tamara Greer, Mohammed Khoshkhoiyazdi
  + Location - Mohammed Khoshkhoiyazdi
  + Responsibilities – Erika Valle-Baird
  + Other desired features of the system – Collin Cavanaugh
  + Need – Mohammed Khoshkhoiyazdi
  + Overview of Document – Erika Valle-Baird
* Functional Objective category specification and assignment feel into the following format:
  + High Priority – Erika Valle-Baird
  + Medium Priority – Tamara Greer, Mohammed Khoshkhoiyazdi
  + Low Priority – Domeniko Kodra, Collin Cavanaugh
* Non-Functional Objective category specification and assignment feel into the following format:
  + Reliability – Madison Bilko, Collin Cavanaugh
  + Data Integrity – Domeniko Kodra
  + Security – Erika Valle-Baird
  + Usability – Madison Bilko, Mohammed Khoshkhoiyazdi
  + Performance – Madison Bilko
  + Online User Documentation and Help –
  + Supportability – Mohammed Khoshkhoiyazdi
  + Interfaces – Madison Bilko, Collin Cavanaugh
* The Context Model category specification and assignment feel into the following format:
  + Goal Statement – Madison Bilko
  + Context Diagram – Erika Valle-Baird
  + System Externals - Erika Valle-Baird
* The Use Case Model category specification and assignment feel into the following format:
  + Use Case Diagram(s) – Erika Valle-Baird
  + Use Cases-Erika Valle-Baird
  + Use Case Notes
    - Specific Use Cases were broken up to ensure all team members were involved with at least one of the use cases via the following format:
      * Login User – Erika Valle-Baird
      * Account Registration – Erika Valle-Baird
      * Flight Search – Tamara Greer
      * Ticket Purchase – Erika Valle-Baird
      * Update Account Information – Tamara Greer
      * Contact – Tamara Greer, Mohammed Khoshkhoiyazdi
      * Help – Madison Bilko
      * Account Logout – Collin Cavanaugh
* The graphic image creation for the class model was assigned to – Erika Valle-Baird
* The appendix creation and glossary was assigned to – Erika Valle-Baird
* Any sections that were not completed were discussed.
  + Sections were reviewed to ensure proper content was in each portion of the requirements document.

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| 3. Open Questions, Tabled Items, Outstanding Issues |

* Questions related to second deliverable (6/20)
  + Did the professor provide us with any other examples for the models in this document?
  + Did the professor hold a lecture 6/15/2022 to detail expectation of this deliverable?
  + What can we do differently for this deliverable that would ensure a score of 100%?
* Is the Future Implementation Questions
  + When will risk management by seen again?
  + Will we need to have updates for risk management each week or deliverable?
  + Are there any areas that we are expected to have continuing resolution for?

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| 4. Action Items | | | | |
| *Action* | *Assigned to* | *Due Date* | *Status* |
| Upload Meeting Notes and solicit questions about second deliverable | Erika Baird | 6/19/2022 | Completed |
| Collect agenda items for next meeting | All | 6/25/2022 | In Progress |
| Assign items for the third deliverable | All | 6/30/2022 | In Progress |
| Create sharable document outlining third deliverable | Erika Baird | 6/21/2022 | Completed |
| Risk Management Updates | All | 8/13/2022 | In Progress |

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| 5. Next Meeting | | | | | |
| *Target Date:* | *6/25/2022* | *Time:* | *3:30PM* | *Location:* | *Virtual meeting via discord* |
| *Objectives:* | * Begin 3rd deliverable | | | | |