MAL2020
COMPUTING GROUP PROJECT

INTERIM SUBMISSION

Minute of Meeting/Summary of the Meeting (GROUP)

LECTURER'S NAME: MS NUR AISYAH NURHADI
SUBMISSION DATE: 10 JANUARY 2025

NAME OF STUDENT	STUDENT ID
Taarsinii Partheepan	BSCS2406001
Aleeya Maisarah Binti Tan Hun Keat	BSCS2409011
Poh Yang Min	BSSE2409201
Loo Kai Yao	BSSE2406012

Meeting Title: Project Proposal Meeting

Date: 08-01-2025

Time: 3.00 p.m.

Location/Platform: Microsoft Team

Participants:

1. Mr Shaun
2. Taarsinii
3. Aleeya
4. Yang Min

Agenda:

1. Presentation of the project proposal for a Students Engagement App for Club Activites.
2. Gathering feedback and suggestions to refine the project scope and timeline.

Key Points Discussed

1. **Purpose of the Meeting:**
   - To present a project proposal for a campus communication app aimed at addressing the lack of a centralized communication platform for club activities and events.
2. **Problem Statement:**
   - Current campus lacks a system for efficient communication between students and staff regarding club activities and events, leading to low engagement and participation.

3. **Proposed Solution:**
   - Develop a mobile application to bridge this communication gap and foster a connected campus community.
   - Features include:
     - Event Listings: Display upcoming events.
     - Club Registration: Allow students to join clubs.
     - Discovery Page: Provide a space for updates and announcements.

4. **Development Plan:**
   - The app will be built using Flutter and Firebase.
   - The team lacks prior experience with these tools but is committed to learning and implementing them.

5. **Budget Estimate:**
   - Estimated costs are approximately $330/month, covering hosting and app store fees.

6. **Timeline:**
   - The team proposed a 3-month timeline for development and testing.
   - The advisor recommended extending the timeline to 6 months to ensure thorough development and quality assurance.

7. **Key Benefits:**
   - For Students: Simplified access to clubs and events, improving engagement.
   - For Admins: More efficient management of activities and member information.

Feedback from Advisor:
- Extend the development timeline to accommodate the team's learning curve with Flutter and Firebase.
- Prioritize essential features to ensure a functional MVP is delivered within a realistic timeframe.

Action Items

1. **Proposal Refinement:**

   - Update the timeline to reflect a more feasible development period.

   - Adjust the budget section to include detailed cost breakdowns.

2. **Skill Development:**

   - Begin tutorials and hands-on practice with Flutter and Firebase.

3. **Feature Prioritization:**

   - Focus on essential features (event listings, club registration) before implementing optional features like the Discovery Page.

4. **Client Feedback Integration:**

   - Incorporate feedback from the advisor into the project proposal and development plan.