Group 03 – The Oozy Snack Bar Online Delivery System

**MINUTES OF MEETING**

**07-Sep-22**

**Agenda**

* Understanding the project case study
* Discuss queries
* SRS Preparation

**Action:**

|  |  |  |
| --- | --- | --- |
| **Action Item** | **Responsibility** | **Planned Finish Date** |
| **Folders creation** | Ojas Bhimta | **07-Sep-2022** |
| **SRS preparation (to be done by each one on their module)** | Apurva Surendra Dahiphalkar, Jaanvi Gujral, Ojas Bhimta, Samiksha Sunil Parakh | **07-Sep-2022** |

**08-Sep-22**

**Agenda**

* Understanding the project case study
* Discuss queries
* Design

**Action:**

|  |  |  |
| --- | --- | --- |
| **Action Item** | **Responsibility** | **Planned Finish Date** |
| **Design preparation** | Apurva Surendra Dahiphalkar, Jaanvi Gujral, Ojas Bhimta, Samiksha Sunil Parakh | **15-Sep-2022** |

**MINUTES OF MEETING**

**12-Sep-22**

**Agenda**

* Status check on the previous meeting points
* Understanding Design Documents
* Preparation of RTM
* DFD’s

**Action:**

|  |  |  |
| --- | --- | --- |
| **Action Item** | **Responsibility** | **Planned Finish Date** |
| **RTM** | Samiksha Sunil Parakh | **12-Sep-2022** |
| **DFD level 0** | Apurva Surendra Dahiphalkar | **12-Sep-2022** |
| **DFD level 1** | Ojas Bhimta, Jaanvi Gujral | **12-Sep-2022** |

**MINUTES OF MEETING**

**13-Sep-22**

**Agenda**

* Status check on the previous meeting points
* Design Review
* HLD-LLD Preparations
* Coding Guidelines
* Class Structure

**Action:**

|  |  |  |
| --- | --- | --- |
| **Action Item** | **Responsibility** | **Planned Finish Date** |
| **HLD-LLD** | Apurva Surendra Dahiphalkar, Jaanvi Gujral, Ojas Bhimta, Samiksha Sunil Parakh | **15-Sep-2022** |
| **Class Structure** | Apurva Surendra Dahiphalkar, Jaanvi Gujral, Ojas Bhimta, Samiksha Sunil Parakh | **15-Sep-2022** |

**MINUTES OF MEETING**

**14-Sep-22**

**Agenda**

* Status check on the previous meeting points
* Class Diagram
* ER Diagram
* Activity Sequence Diagram

**Action:**

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| --- | --- | --- |
| **Action Item** | **Responsibility** | **Planned Finish Date** |
| **Class Diagram** | Jaanvi Gujral, Apurva Dahiphalkar | **15-Sep-2022** |
| **ER Diagram** | Samiksha Parakh | **15-Sep-2022** |
| **Activity Sequence Diagram** | Ojas Bhimta | **15-Sep-2022** |

**MINUTES OF MEETING**

**15-Sep-22**

**Agenda**

* Status check on the previous meeting points
* HLD-LLD Preparation
* Story Board

**Action:**

|  |  |  |
| --- | --- | --- |
| **Action Item** | **Responsibility** | **Planned Finish Date** |
| **HLD-LLD** | Apurva Dahiphalkar, Samiksha Parakh | **16-Sep-2022** |
| **Story Board** | Jaanvi Gujral, Ojas Bhimta | **16-Sep-2022** |

**MINUTES OF MEETING**

**16-Sep-22**

**Agenda**

* Status check on the previous meeting points
* Story Board finalized
* Design Review
* Coding Guidelines
* Code writing for each Modules

**Action:**

|  |  |  |
| --- | --- | --- |
| **Action Item** | **Responsibility** | **Planned Finish Date** |
| **Design Review** | Apurva Dahiphalkar | **16-Sep-2022** |
| **Story Board** | Jaanvi Gujral, Ojas Bhimta | **16-Sep-2022** |
| **SD11, SD01, SD07** | Ojas Bhimta | **22-Sep-2022** |
| **SD06, SD02** | Apurva Surendra Dahiphalkar | **22-Sep-2022** |
| **SD03, SD09, SD10** | Samiksha Sunil Parakh | **22-Sep-2022** |
| **SD08, SD04, SD05** | Jaanvi Gujral | **22-Sep-2022** |

**MINUTES OF MEETING**

**19-Sep-22**

**Agenda**

* Code writing for each Modules
* Discussed the various queries faced during the code writing of each modules
* Coding Guidelines

**Action:**

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| --- | --- | --- |
| **Action Item** | **Responsibility** | **Planned Finish Date** |
| **SD11, SD01, SD07** | Ojas Bhimta | **22-Sep-2022** |
| **SD06, SD02** | Apurva Surendra Dahiphalkar | **22-Sep-2022** |
| **SD03, SD09, SD10** | Samiksha Sunil Parakh | **22-Sep-2022** |
| **SD08, SD04, SD05** | Jaanvi Gujral | **22-Sep-2022** |

**MINUTES OF MEETING**

**20-Apr-22**

**Agenda**

* Code writing for each Modules
* Discussed the various queries faced during the code writing of each modules
* Coding Guidelines

**Action:**

|  |  |  |
| --- | --- | --- |
| **Action Item** | **Responsibility** | **Planned Finish Date** |
| **SD11, SD01, SD07** | Ojas Bhimta | **22-Sep-2022** |
| **SD06, SD02** | Apurva Surendra Dahiphalkar | **22-Sep-2022** |
| **SD03, SD09, SD10** | Samiksha Sunil Parakh | **22-Sep-2022** |
| **SD08, SD04, SD05** | Jaanvi Gujral | **22-Sep-2022** |

**MINUTES OF MEETING**

**21-Sep-22**

**Agenda**

* Code synchronization to one single project
* Breakdown of code to .cpp(main), .cpp(functions) and .cpp(classes)file

**Action:**

|  |  |  |
| --- | --- | --- |
| **Action Item** | **Responsibility** | **Planned Finish Date** |
| **SD11, SD01, SD07** | Ojas Bhimta | **22-Sep-2022** |
| **SD06, SD02** | Apurva Surendra Dahiphalkar | **22-Sep-2022** |
| **SD03, SD09, SD10** | Samiksha Sunil Parakh | **22-Sep-2022** |
| **SD08, SD04, SD05** | Jaanvi Gujral | **22-Sep-2022** |

**MINUTES OF MEETING**

**22-Sep-22**

**Agenda**

* Tools Reports
* UT\_IT Reports

**Action:**

|  |  |  |
| --- | --- | --- |
| **Action Item** | **Responsibility** | **Planned Finish Date** |
| **Gcov** | Ojas Bhimta | **23-Sep-2022** |
| **Gprof** | Apurva Surendra Dahiphalkar | **23-Sep-2022** |
| **CPP check** | Samiksha Sunil Parakh | **23-Sep-2022** |
| **Valgrind** | Jaanvi Gujral | **23-Sep-2022** |
| **CPP unit testing** | Ojas Bhimta, Apurva Dahiphalkar | **23-Sep-2022** |
| **UT and IT report** | Samiksha Parakh, Jaanvi Gujral | **23-Sep-2022** |

**MINUTES OF MEETING**

**23-Sep-22**

**Agenda**

* Tools Reports
* UT\_IT Reports

**Action:**

|  |  |  |
| --- | --- | --- |
| **Action Item** | **Responsibility** | **Planned Finish Date** |
| **Gcov** | Ojas Bhimta | **23-Sep-2022** |
| **Gprof** | Apurva Surendra Dahiphalkar | **23-Sep-2022** |
| **CPP check** | Samiksha Sunil Parakh | **23-Sep-2022** |
| **Valgrind** | Jaanvi Gujral | **23-Sep-2022** |
| **CPP unit testing** | Ojas Bhimta, Apurva Dahiphalkar | **23-Sep-2022** |
| **UT and IT report** | Samiksha Parakh, Jaanvi Gujral | **23-Sep-2022** |

**MINUTES OF MEETING**

**24-Sep-22**

**Agenda**

* Code beautification
* PPT Making
* Git Report

**Action:**

|  |  |  |
| --- | --- | --- |
| **Action Item** | **Responsibility** | **Planned Finish Date** |
| **Code beautification** | Ojas Bhimta, Jaanvi Gujral | **24-Sep-2022** |
| **PPT Making** | Apurva Surendra Dahiphalkar, Samiksha Sunil Parakh, Ojas Bhimta, Jaanvi Gujral | **24-Sep-2022** |
| **Git Report** | Apurva Surendra Dahiphalkar, Samiksha Sunil Parakh, Ojas Bhimta, Jaanvi Gujral | **24-Sep-2022** |