

## **MEETING NOTES 2**

**Date:** 8<sup>th</sup> March, 2023

**Taken by:** Mahrukh Muzzamil

**Project Chosen:** Student Management System

**Stakeholders:** Administration and Faculty of Lahore Grammar School 137-E Model Town

**Attendees:** Ayesha Haroon, Muneha Adan, Mahrukh Muzzamil.

**Agenda:** Ask further questions regarding the errors, user preferences and budget.

### **Discussions and Decisions:**

We asked questions about the current features of the system, user needs and preferences, any issues or difficulties encountered, data security, and budget. Our focus point was also on errors that users have experienced, including the nature and frequency of the errors, the impact they had, and any troubleshooting steps taken. Our aim was to collect valuable feedback from users and stakeholders to improve the system and address any issues that may arise.

The users would mainly be the teachers who would update the attendance and the administration who would register the students. As they do not have any specialized training, the administrator for O'Levels stated that a simplified user interface would be preferable. Errors can be minimized simply through adding a feature to allow the teachers to edit the attendance accordingly for each course and each student.

A transcript generation feature for students would suffice too as although they already have a system in place, it generates grades according to section therefore generating a transcript individually for each student would be more helpful.