

MEETING NOTES 1

Date: 7th March, 2023

Taken by: Ayesha Haroon

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 introductory questions to get acquainted with the Administration.

Discussions and Decisions: We gathered the information about the use of student management system, errors that users have encountered in the system, and the requirements for updating the system.

According to the admins, currently the teachers use attendance registers to take the attendance of every student for every course manually which has great chance of human error. No technical or automated attendance system is currently in place.