**CS673 Software Engineering**

**Team 2 : Rent & Housing Platform**

**Meeting Minutes**

All meeting minutes are kept in this single document. The latest meeting minutes should be at the beginning of the document. For example, meeting 3 minutes is placed before meeting 2 in the document. The team leader should prepare a basic agenda for the meeting and team members should rotate to be the minutes taker. Each group should have at least one meeting per week, and you may have multiple meetings if needed.

# Meeting 7

**Date and Time:**04/10/2024, 10:00 pm - 11:40 pm

**Place:** Zoom meeting

**Participants:** Yongjing Wu, Xueqi Zhou, Rundong Zhong, Xiang Zhang, Jiacheng Ding

**Minutes Taker:** Yongjing Wu

**Timekeeper:** Yongjing Wu

**Agenda:**

* Review the Feedback on the Iteration 1
* What We Have Done This Week
* What are the remaining issues
* What We Have to Do Next Week
* Detailed allocation of tasks

**Discussions:**

* Review the Feedback on the Iteration 1:
  + Went through the feedback for the second version of the project together.
  + Identified areas of improvement based on the feedback received and aligned on the next steps for the upcoming iteration.
* What We Have Done This Week:
  + Each team member provided updates on their completed tasks.
  + Core functionalities have been implemented, with several issues and improvements already addressed.
  + The iteration 1 functionalities of coordination between frontend and backend have been done
  + Initial rounds of QA testing have been completed, and the testing has identified some bugs that need resolution.
* What are the remaining issues:
  + Implement a new page for posting with a new button for listing on the page.
  + Ensure that the "My Posted List" layout is consistent with the Listings page, and supports pagination.
  + Add the **Filter Search** functionality to the Listings page to enable proper searching.
  + Display the correct posting time on the listing.
  + Fix the issue where the posted data doesn't appear immediately in "My Posted List" after submission.
  + On the **Home Page**, remove the filter, and keep only the **Keyword Search** functionality.
  + Fix the edit and delete functionality in "My Posted List."
* What We Have to Do Next Week:

**Iteration 3: Final**: All functionalities and requirements must be completed in this final iteration.

**Tasks for Next Week**:

* Complete all functionalities and ensure they meet the functional requirements.
* Conduct thorough **QA Testing** and **Security Testing** for all modules.
* Address and solve all remaining issues.
* **Optimize** the implementation logic of existing features where possible to ensure efficiency.
* **Project Deployment** needs to be finalized.
* **Documentation and Presentation**:
  + **STD + QA Testing Report**: Jiachen and Xueqi will handle this.
  + **Project Deployment**: Xiangzhang will oversee the deployment process.
  + **Demo Presentation**: Yueyanghe, Rundong, and Yongjing will manage the demo.
  + **Document Updates & Final Presentation Review**: Yongjing will ensure all documents are up to date and review the final presentation.
* Detailed allocation of tasks

**Key Decisions:**

1. What are the remaining issues, and assign person to finished this
2. Testing process report.
3. Determine next week what we need to do and the task assigned.

# Meeting 6

**Date and Time:**09/27/2024, 10:00 pm - 11:00 pm

**Place:** Zoom meeting

**Participants:** Yongjing Wu, Yueyang He, Xueqi Zhou, Rundong Zhong, Xiang Zhang, Jiacheng Ding

**Minutes Taker:** Jiacheng Ding

**Timekeeper:** Jiacheng Ding

**Agenda:**

* Review and summary of Iteration 0 and Iteration 1
* Clarify the remaining tasks needed to complete the website
* Security and QA testing
* Detailed allocation of tasks

**Discussions:**

1. **Review and Summary of Iteration 0 and Iteration 1:**
   * Review the tasks that have already been completed, and determine whether further debugging is necessary.
2. **Clarify the Remaining Tasks for the Website:**
   * Identify any additional features that customers may require and discuss ways to further enhance the website's usability.
3. **Detailed Allocation of Tasks:**
   * Thoroughly allocate tasks among the team members, specifying what each person needs to accomplish to improve the quality of work.
4. **Security and QA Testing:**
   * Understand and define the work required for security measures and QA testing.

**Key Decisions:**

1. Define the required features and determine which parts to add or remove.
2. Establish the testing requirements and methods.
3. Determine the approach for security testing.

**Action Items:**

* Implement the front-end and back-end integration functionalities (e.g., user post display, information, and favorites list).
* Perform front-end and back-end testing.

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# Meeting 5

**Date and Time:**09/21/2024, 10:00 pm - 11:00 pm

**Place:** Zoom meeting

**Participants:** Yongjing Wu, Yueyang He, Xueqi Zhou, Rundong Zhong, Xiang Zhang, Jiacheng Ding

**Minutes Taker:** Xiang Zhang

**Timekeeper:** Xiang Zhang

**Agenda:**

1. Issue tracking update and data formulation
2. Clear branch strategies and approval processes
3. Updates for the next iteration
4. Focus on security and QA testing
5. Adjust future meeting schedules

**Discussions:**

1. Issue Tracking: Emphasized the need for accurate data formulation and the removal of irrelevant issues to maintain clarity.
2. Branch Strategies & Approval Processes: Discussed the importance of establishing clear strategies for branches and approvals, with plans to update the SDD part accordingly.
3. Next Iteration: Outlined requirements for the next iteration, including a new presentation, runnable source code, and a demo video.
4. Meeting Frequency: Decided to reduce meetings to once a week, focusing on essential functional requirements, desirable functional requirements, and addressing current challenges.
5. Security & QA Testing: Assigned specific roles for each task, emphasizing the importance of thorough testing.

**Key Decisions:**

1. Implement clear branch strategies and approval processes.
2. Prepare for the next iteration with the necessary presentation, source code, and demo video.
3. Reduce meeting frequency to optimize efficiency.

**Action Items:**

1. Update issue tracking by removing irrelevant issues.
2. Conduct thorough security and QA testing.

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# Meeting 4

**Date and Time:** 09/09/2024, 9:30 pm-11:00 pm

**Place:** Zoom meeting

**Participants:** Yongjing Wu, Yueyang He, Xueqi Zhou, Rundong Zhong, Xiang Zhang, Jiacheng Ding

**Minutes taker:** Rundong Zhong

**Timekeeper:** Rundong Zhong

**Purpose:** go over everybody’s tasks done last week and plan for next week, double check the architecture and core functionality for the project.

**Agenda:**

1. Tasks everybody has done last week.
2. Everybody’s plan for next week.
3. Double check the architecture and the essential functionality, make sure everybody is on the right track.
4. Review and double check the API document for frontend developer and backend developer.

**Discussions:**

1. Inform members of this week's tasks and materials to be submitted.
2. Completed the details of the API document.
3. Clarify and adjust the tasks of each member for the next week.
4. Front-end developers and back-end developers discussed the overall architecture, and made some updates on the API documents.

**Key Decisions:**

1. Assign tasks to each member of iteration 1
2. Determined the new software architecture
   1. Build a CI/CD pipeline with Github and Cloudformation
   2. Substitute lambda function with lambda container docker image
3. Double checked the proposed high level requirements and updated some of the api documents

**Upload-post**

* create a new post with following attributes
  + post\_id
  + area
  + city\_code
  + contact\_info
  + content
  + country\_code
  + pic\_urls
  + state\_code
  + title
  + user\_id
  + create\_time
  + update\_time
  + Delete\_flag
* Example request:
  + { "userId": "userId\_3002d4ff47b3", "title": "title\_dd5e858c2ee9", "content": "content\_74521f30486b", "contactInfo": "contactInfo\_68bd734c79a6", "picUrls": "picUrls\_958272bf91fc", "country": "country\_fc3d13f854c1", "state": "state\_bac4a8e3fad4", "city": "city\_895a00e96818", "area": "area\_31b5a51ea565" }
* Example response:
  + **{**
  + **“responseBody”: “success”**

**}**

**Get-specific-post：**

* get post detail with postId
  + Example request:
    - { "postId": "userId\_3002d4ff47b3"}
  + Example response
    - { "userId": "userId\_3002d4ff47b3", "title": "title\_dd5e858c2ee9", "content": "content\_74521f30486b", "contactInfo": "contactInfo\_68bd734c79a6", "picUrls": "picUrls\_958272bf91fc", "country": "country\_fc3d13f854c1", "state": "state\_bac4a8e3fad4", "city": "city\_895a00e96818", "area": "area\_31b5a51ea565" }

**Action Items:**

1. Supplemental SDD file and SPPP file. (Front-end: UI Design Drawing, Back-end: UML diagram, every team members should fill the part of themselves)
2. Improvement of security design details and management plan.
3. Each member finalizes their respective deliverables by the next meeting.

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# Meeting 3

**Date and Time:** 09/09/2024, 9:30 pm-11:00 pm

**Place:** Zoom meeting

**Participants:** Yongjing Wu, Yueyang He, Xueqi Zhou, Rundong Zhong, Xiang Zhang, Jiacheng Ding

**Minutes taker:** Xueqi Zhou

**Timekeeper:** Xueqi Zhou

**Purpose:** Determine the tasks for iteration 1 and review all the files for iteration 0.

**Agenda:**

1. Division of labor for team members’ respective tasks
2. Functionality of the front-end and back-end, as well as the design of the functionality of the page.
3. Setting the project timeline and key milestones.
4. Review the tasks of the current phase.

**Discussions:**

1. Inform members of this week's tasks and materials to be submitted.
2. Completed the details of the project requirements.
3. Clarify and adjust the tasks of each member for the next week.
4. Front-end developers and back-end developers determine the overall architecture, and determine how the two layers of the application communicate and exchange data.

**Key Decisions:**

1. Assign tasks to each member of iteration 1
2. Determined the member of each presentation

Iteration 0: Xueqi Zhou & Xiang Zhang

Iteration 1: Rundong Zhang & Yueyang He

Iteration 2: Jiacheng Ding & Xiang Zhang

Iteration 3: All team members

1. Determined proposed high level requirements
2. User Registration and Authentication
3. Property Search and Filter Capabilities
4. Property post
   1. Property Title
   2. Description
   3. Location
   4. Rental Price
   5. Property Type
   6. Number of Bedrooms/Bathrooms
   7. Images/Videos
   8. Availability Dates
   9. Lease Type.
5. Property list
   1. Access
   2. Editing Interface
   3. Save Changes
   4. Status Changes
6. User Posted List (Desirable)
7. Favorites (Desirable)
8. Comments(Optional)
9. Message (Optional)

**Action Items:**

1. Supplemental SDD file and SPPP file. (Front-end: UI Design Drawing, Back-end: UML diagram, every team members should fill the part of themselves)
2. Improvement of security design details and management plan.
3. Modify the PPT of iteration 1 and finish the presentation video before Wednesday night.

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# Meeting 2

**Date and Time:** 09/06/2024, 10:00 pm-11:00 pm

**Place:** Zoom meeting

**Participants:** Yongjing Wu, Yueyang He, Xueqi Zhou, Rundong Zhong, Xiang Zhang, Jiacheng Ding

**Minutes taker:** Yueyang He

**Timekeeper:** Yueyang He

**Purpose:** Functional Discussion and Role Assignment for the Rent & Housing Website

**Agenda:**

Review of the initial project scope and features.

Discussion of each team member's role and responsibilities.

Setting the project timeline and key milestones.

Deciding on the project logo and project name.

Introducing potential new features for future development.

**Discussions:**

Finalized the project name and logo.

Detailed explanation of individual responsibilities and expectations.

Identification of core functionalities for the MVP (Minimum Viable Product).

Discussion of potential feature additions for later iterations.

Agreement on the overall project schedule, including deadlines and deliverables.

**Key Decisions:**

Finalized Project Name: Rent & Housing Website

Project Logo: Draft finalized, design pending minor tweaks.

**Project timeline:**

Week 2: Finalize the basic structure and front-end/back-end setup.

Week 3: Implement core features like property listing and filtering.

Week 4: Testing and integration of additional functionalities.

Week 5: Final round of testing and deployment.

Division Of Responsibilities:

Design and Implementation:

front: Yueyang He (backup: Jiachen Ding)

backend: Rundong Zhong (backup: Yongjing Wu)

Requirement: Xueqi Zhou & Jiachen Ding

QA Test: Xiang Zhang & Xueqi Zhou

Security Test: Jiacheng Ding & Yongjing Wu

Configuration: Rundong Zhong & Yongjing Wu

**Action Items:**

Each member finalizes their respective deliverables by the next meeting.

Begin front-end and back-end integration based on agreed technologies .

Refine project logo design and share final versions for approval.

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# Meeting 1

**Date and Time:** 09/04/2024 10:00 pm-11:00 pm

**Place**: zoom meeting

**Participants:** Yongjing Wu, Yueyang He, Xueqi Zhou, Rundong Zhong, Xiang Zhang, Jiacheng Ding

**Minutes taker:** Yongjing Wu

**Timekeeper:** Yongjing Wu

**Purpose:** Project Kickoff Meeting

**Agenda:**

* Each person introduces his/her personal information, which semester you are currently in, work experience, what direction (front/back end)/language you are familiar with, and what projects you have done.
* Determine Weekly communication meeting times and plan.
* Determine the Group name.
* Determine the division of labor expected by everyone
* Determine the Project technology stack.
* Determine the Project name.

**Discussions:**

* Group Name
* Project Name
* Technology selection.
* The division of labor is expected by everyone.
* Weekly communication meeting time and plan.

**Key Decisions:**

1. Weekly meeting:

* Meeting Time: every Wednesday at 10 pm through Zoom.
* Document: Google Drive
* Discussion: Wechat, Discord

2. Project technology selection: full-stack project: front-end + back-end

3. Project role assigned:

* Team Leader: Yongjing Wu
* Requirement Leader: Xueqi Zhou
* Design and Implementation Leader: Yueyang He
* Configuration Leader: Rundong Zhong
* QA Leader: Xiang Zhang
* Security Leader: Jiacheng Ding

4. Project name: Rent & Housing Website

5. Group name: Same as Project name

**Action Items:**

1. Fill in the signup sheet with the direction you want to claim.

2. Create GitLab Team2 and everyone joins the group.