

Client Meeting Minutes

Date: 14/08/2017

Time: 12:46 - 13:25

Meeting attendees:

Buddhika J. B. P. Badalge 19201073

Eguavoen Bright Oghosa 19185844

F. Shabbir 19201960

Mr. Tharindu Perera

Meeting description:

1. Demo of the project completed so far.
 - Description of the completed CRUD functions, the bugs and the functions yet to be implemented was given.
 - Questions were asked and answered.
2. Queries were made about certain information.
 - User levels were discussed. It was decided that there would be three user levels:
 - 1 – Full Access Super Admin
 - 2 – Privileges to accept/reject new users, add projects, add new members to projects, manage project information
 - 3 – General Users
 - It was also decided that only Infocomm members would be able to upload publications. Members added to projects would be able to add publications and events to the project but would be unable to manipulate the project information which only a level 2 user may do.
 - Details to store about collaborators were discussed and it was decided that a page would be created to display the collaborators as well.
 - The details to be stored are: university/affiliation, department, contact person, website, photo/logo link.
3. Categories for the projects/publications were discussed. A list was provided by the client.
4. The client requested for a free domain to be setup along with an email for infocomm.

Client Name: Mr. Tharindu Perera

Client Signature: