

# 20/02/24 Meeting Minutes

## Date

Week 4

20 Feb 2024

## Participants

- @Farah Choudhury @Amaan Jahangir @Ewan Devlin @Isha Singh @Jacob Farrow @Nadine Sjhsam @m.adan

## Agenda

- Review of project requirements and specifications
- Discussion and assignment of tasks for creating Use-Case and Class Diagrams
- Kick-off of Design Sprint Week
- Assignment of tasks for refining and finalizing the diagrams

## Discussions

Item	Notes
Review of Project Requirements and Specifications	<ul style="list-style-type: none"><li>The meeting began with a review of the project requirements and specifications outlined in the project documentation.</li><li>The team discussed the importance of visualizing the system's functionality and structure through UML diagrams to aid in understanding and communication.</li></ul>
Discussion and Assignment of Tasks for Creating Use-Case and Class Diagrams	<ul style="list-style-type: none"><li>The team discussed the need to create Use-Case Diagrams to capture the system's behavioral requirements and Class Diagrams to represent the system's static structure.</li><li>Tasks were assigned to team members to identify and document the system's use cases.</li><li>Assigned tasks to define classes, attributes, methods, and relationships between classes.</li></ul>
Kick-off of Design Sprint Week	<ul style="list-style-type: none"><li>The meeting marked the beginning of the Design Sprint week, where intensive design and development work would take place.</li><li>The team discussed the objectives and goals for the Design Sprint, emphasizing the importance of designing the architecture and its components.</li></ul>
Assignment of Tasks for Refining and Finalizing the Diagrams	<ul style="list-style-type: none"><li>Tasks were assigned to team members to refine and finalize the Use-Case and Class Diagrams.</li><li>Review and update the Use-Case Diagram with any additional use cases or modifications.</li><li>Refining the Class Diagram, ensuring that it accurately represented the system's structure and relationships.</li><li>Coordinating the integration of the diagrams into the project documentation and specifications.</li></ul>

## Action items

- Collaborate on identifying and documenting use cases for the Use-Case Diagram.
- Creating the Class Diagram based on the project requirements.
- Review and update the Use-Case Diagrams with any additional use cases or modifications.
- Refine the Class Diagrams to accurately represent the system's structure and relationships.
- Coordinate integration of diagrams into project documentation and specifications.