

Vanier College  
System Development section 01

# Team Logbook

Team Orange:

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## Wednesday, August 24 (First Meeting)

### Agenda

<u>Tasks/ Activity</u>	<u>Time</u>	<u>Status</u>
Introduction	10 min	Done
Establish communication system	20 min	Done
Make an agenda	17 min	Done
Discuss about the project ideas	5 min	Done
Agree on time for meetings	5 min	Done
Finish agenda	10 min	Done

**1st meeting | Began at 9 a.m. | Full attendance | Ended at 10:07 a.m.**

### Decisions

- Discord used for casual communication <https://discord.gg/rdqdYFFx>
- Teams used for file sharing, schedule meetings
- Use of Word to share Agenda and minutes [https://eduvaniercollegeqc-my.sharepoint.com/:w:/g/personal/2042827\\_edu\\_vaniercollege\\_qc\\_ca/Ed6TR2otvsREj56DNvwfT9wBBqxQY8\\_T3rs4HODNGpuHYw?e=Boq4Xg](https://eduvaniercollegeqc-my.sharepoint.com/:w:/g/personal/2042827_edu_vaniercollege_qc_ca/Ed6TR2otvsREj56DNvwfT9wBBqxQY8_T3rs4HODNGpuHYw?e=Boq4Xg)
- GitHub used for big file sharing <https://github.com/D3153/SystemDevTermProject>
- Possibility of using HTML, CSS, JS, Java, and C#
- Time for meetings: Wed UB and during class
- Meetings place is class

### Events

- Chose communications application (Teams). Shared the agenda between team members
- Invited collaborators to the GitHub repository
- Agreed on meetings time and place

### Planning

For next meeting, Wednesday, August 31 (for every team member):

- Find a client (Restaurant, Friends, Neighbors)

- Contact the client
- Decide on what kind of application to develop
- Familiarize with the file about team standards
- Familiarize with the Agenda document
- Start Personal Journal

**Monday, August 29** (Second Meeting)

**Agenda**

<u>Tasks/ Activity</u>	<u>Time</u>	<u>Status</u>
Talk about potential clients	5 min	Done
Work on Agenda/Minutes	30 min	Done

**2nd meeting |Began at 2:55 p.m. | Full attendance | Ended at 3:30 p.m.**

**Client option 1(Restaurant Posher):**

**Client Needs:**

Database app:(mobile, system)

User requests:

- Taking customer email or any type of contact
- notify the customer about closing of the store.
- Record what each customer orders, and how much, at what time, and how often
- Showing each customer's usual coming time, and usual meal ordered
- Making offers to the customer depending on their usual orders.
- Taking a survey about customer personal info, (probably a mobile app)

**Decisions**

- Since they already have a POS system it will be harder to add and implement the client requirements
- They will not provide us with the source code so it will make it more difficult
- It is possible to make a mobile application instead that will handle the user requests

**Planning**

For next meeting, Wednesday, August 31 (for every team member):

- Find other potential clients (Restaurant, Friends, Neighbors)
- Contact the client
- Decide on what kind of application to develop

**Wednesday, August 31**(Third Meeting)

**Agenda**

<b><u>Tasks/ Activity</u></b>	<b><u>Time</u></b>	<b><u>Status</u></b>
Project Plan - Gantt chart	1 hour 40 mins	Incomplete
Call Potential Client	20 mins	Done

**3rd meeting |Began at 9:00 a.m. | Full attendance | Ended at 11 a.m.**

**Client option 2(Company OPEQ):**

**Client Needs:**

Database app:(mobile, system)

User requests:

- Make an easier way to fill out a form and client information

**Decisions**

- Waiting for further details (waiting for an email)

**Planning**

For next meeting, Thursday, September 1

- Finish Gantt chart
  - Add duration of each task
  - Assign Resources for each task

**Thursday, September 1**(Fourth Meeting)

### **Agenda**

<b><u>Tasks/ Activity</u></b>	<b><u>Time</u></b>	<b><u>Status</u></b>
Project plan - Gantt chart	1 hour 50 mins	Almost Complete

**4th meeting |Began at 12:00 p.m. | Full attendance | Ended at 1:50 p.m.**

Djamankulov Alihan was late 30 mins for the meeting.

Reason: he felt sick. The team was not informed.

### **Decisions**

- Duration of each task. Since deliverables are given different amounts of time. We chose to complete it a few days before the initial deadline in order to allow us more time to finish each deliverable.
- The project's task distribution for the documentation part is now complete. The work arrangement for the coding part will be made in accordance with the requirements of the client.

### **Planning**

- Start working on deliverable 1 on our own time

For next meeting, Wednesday, September 7

- Finish Gantt chart - adding start/end dates for each task
- Work on deliverable 1

**Thursday, September 8(Fifth Meeting)**

**Agenda**

<b><u>Tasks/ Activity</u></b>	<b><u>Time</u></b>	<b><u>Status</u></b>
Project plan - Gantt chart	3 hours 30 mins	Complete
Deliverable Document	2 hours	85% Complete

**5th meeting |Began at 12:00 p.m. | Full attendance | Ended at 3:30 p.m.**

There was no meeting on Wednesday because we had an in-class assignment.

**Decisions**

- Work on all deliverable 1 components since the planning and timeline is done.

**Planning**

- Finish deliverable 1 before the weekend
- Prepare for presentation (understand the deliverable/plan)
- Remember to work on personal journal

For the next meeting, Monday, September 12

- Presenting deliverable 1

**Monday, September 12**(Sixth Meeting)

**Agenda**

<b><u>Tasks/ Activity</u></b>	<b><u>Time</u></b>	<b><u>Status</u></b>
Team Leader Presentation	30 mins	Done
Project plan - Gantt chart	1 hours 30 mins	Complete

**6th meeting |Began at 1:30 p.m. | Full attendance | Ended at 3:30 p.m.**

**Decisions**

- Start working on Deliverable 2.

**Planning**

- Finish Gantt chart, add the items asked by the teacher, before midnight
- Push all finalized documents to the GitHub repository
- Finish Peer evaluation before midnight
- Remember to work on personal journal

For the next meeting, Wednesday, September 14

- Prepare for Quiz 2
- Complete Team Logbook
- Continue Deliverable 2



**Wednesday, September 14**(Seventh Meeting)

**Agenda**

<b><u>Tasks/ Activity</u></b>	<b><u>Time</u></b>	<b><u>Status</u></b>
Questionnaire	40 mins	Done
Team Logbook	40 mins	Complete

**7th meeting |Began at 8:55 a.m. | Full attendance | Ended at 9:35 a.m.**

**Decisions**

- Brain storming questions for today's client meeting
- Finish questionnaire

**Planning**

For the next meeting, Thursday, September 15

- Working on Deliverable 2

**Monday, September 19**(Eighth Meeting)

**Agenda**

<b><u>Tasks/ Activity</u></b>	<b><u>Time</u></b>	<b><u>Status</u></b>
Team Leader Presentation	30 mins	Done
Deliverable 2	30 mins	Complete
Deliverable 3	1 hours	Incomplete

**8th meeting |Began at 1:30 p.m. | Full attendance | Ended at 3:50 p.m.**

**Decisions**

- Start working on Deliverable 3.

**Planning**

- Push all finalized documents to the GitHub repository
- Finish Peer evaluation before midnight
- Remember to work on personal journal

For the next meeting, Wednesday, September 21

- Prepare for Quiz 3
- Complete Team Logbook
- Continue working on Deliverable 3

**Thursday, September 22**(Ninth Meeting)

**Agenda**

<b><u>Tasks/ Activity</u></b>	<b><u>Time</u></b>	<b><u>Status</u></b>
Flowchart	2 hours	Plan done

**9th meeting |Began at 12:00 p.m. | Full attendance | Ended at 1:50 p.m.**

**Decisions**

- Work on Deliverable 3

**Planning**

- Push any work documents to the GitHub repository
- Remember to work on personal journal
- Update Gantt chart progress

**Monday, September 26**(Tenth Meeting)

**Agenda**

<b><u>Tasks/ Activity</u></b>	<b><u>Time</u></b>	<b><u>Status</u></b>
Class Diagram	1 hours 50 mins	Plan done

**10th meeting |Began at 1:00 p.m. | Full attendance | Ended at 2:50 p.m.**

**Decisions**

- Work on Deliverable 3

**Planning**

- Push any work documents to the GitHub repository
- Remember to work on personal journal
- Update Gantt chart progress

**Wednesday, September 28**(Eleventh Meeting)

**Agenda**

<b><u>Tasks/ Activity</u></b>	<b><u>Time</u></b>	<b><u>Status</u></b>
User Case Diagram	1 hours 30mins	Done

**11th meeting |Began at 8:50 a.m. | Full attendance | Ended at 10:20 a.m.**

**Decisions**

- Work on Deliverable 3

**Planning**

- Push any work documents to the GitHub repository
- Remember to work on personal journal
- Update Gantt chart progress

**Wednesday, October 5(Twelfth Meeting)**

**Agenda**

<b><u>Tasks/ Activity</u></b>	<b><u>Time</u></b>	<b><u>Status</u></b>
Team Leader Presentation	1 hour	Done
Deliverable 3 (update class diagram/UML/flowchart/user case)	1 hours 10mins	Done

**12th meeting |Began at 8:30 a.m. | Full attendance | Ended at 10:20 a.m.**

**Decisions**

- Work on Deliverable 3

**Planning**

- Push any work documents to the GitHub repository
- Remember to work on personal journal
- Update Gantt chart progress

**Thursday, October 6**(Thirteenth Meeting)

**Agenda**

<b><u>Tasks/ Activity</u></b>	<b><u>Time</u></b>	<b><u>Status</u></b>
Deliverable 4	40mins	In Progress

**13th meeting |Began at 1:10 p.m. | Full attendance | Ended at 1:50 p.m.**

**Decisions**

- Work on Deliverable 4

**Planning**

- Push any work documents to the GitHub repository
- Remember to work on personal journal
- Update Gantt chart progress

**Friday, October 14**(Fourteenth Meeting)

**Agenda**

<b><u>Tasks/ Activity</u></b>	<b><u>Time</u></b>	<b><u>Status</u></b>
Deliverable 4	55mins	Almost Finished

**14th meeting |Began at 12:00 p.m. | One absent | Ended at 12:55 p.m.**

**Decisions**

- Finish Deliverable 4

**Planning**

- Push any work documents to the GitHub repository
- Remember to work on personal journal
- Update Gantt chart progress



**Monday, October 17**(Fifteenth Meeting)

**Agenda**

<b><u>Tasks/ Activity</u></b>	<b><u>Time</u></b>	<b><u>Status</u></b>
Team Leader Presentation	30mins	Finished
Deliverable 4	1 hour	Completed
Deliverable 5 (Prototype)	1 hour	In Progress

**15th meeting |Began at 1:00 p.m. | Full attendance| Ended at 3:40 p.m.**

**Decisions**

- Finish Deliverable 4
- Start to work on Deliverable 5

**Planning**

- Push any work documents to the GitHub repository
- Remember to work on personal journal
- Update Gantt chart progress

**Wednesday, October 19**(Sixteenth Meeting)

**Agenda**

<b><u>Tasks/ Activity</u></b>	<b><u>Time</u></b>	<b><u>Status</u></b>
Deliverable 5	2 hours	In Progress

**16th meeting |Began at 8:30 p.m. | One absent| Ended at 10:30 p.m.**

**Decisions**

- Submit Deliverable 4
- Continue working on Deliverable 5
- Meet with the client on Wednesday

**Planning**

- Push any work documents to the GitHub repository
- Remember to work on personal journal
- Update Gantt chart progress