Week 12 Meeting: Final Checks & Submission of Coursework 2
Date & Time: 10th March 2025, 11:00 AM
Location: D01.05 Horton Building

Attendees (Team 13)

UOB Number	Name	Team
23022186/1	DARA, Victor	Team 13
23039289/1	FOUAD, Anas	Team 13
23039781/1	EGBOSI, Sopuru	Team 13
22013942/1	KUSI, David	Team 13
23035735/1	MAKAZI, Nelson	Team 13

Meeting Agenda

1. **Final Product Verification**
   - Confirm that the software is fully functional and ready to demo .
   - Run last round of testing to check all features are working.
2. **Documentation Review**
   - Proofread and finalize project report.
   - Include screenshots, flowcharts, and technical explanations
   - Final document components included:
   - Executive summary.
   - Team roles and responsibilities.
   - Technical description of system design and functionality.
   - Screenshots and flowcharts to explain architecture.
   - Lessons learned and future improvements.
   - Proofreading was conducted by all members.
3. **Submission Checklist**
   - GitHub link added to submission form
   - All deliverables consolidated:
   - GitHub repository link confirmed and inserted.
   - PDF version of documentation uploaded.
   - Only one team member uploaded the final files to avoid previous mistakes.
   - Lecturer instructions rechecked to ensure compliance.

Final Notes

- This meeting marks the conclusion of the project journey
- Each member shared closing thoughts about the project journey:
- Challenges faced, such as coordination and technical bugs.
- Highlights included team synergy, learning new tools, and presentation delivery.
- Group discussed the value of communication, version control, and time management learned through this project.