**Meeting Minutes**

**Date:** 15-09-2023 **Time:** 11:00 a.m.

**Project Title:** Student Learning Enhancement Platform

**Members: Mizna Rauf, Muhammad Hamza Maqbool**

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| **Registration No** | **Name** | **Attendance/ Remark** |
| 2021-CS-174 | Mizna Rauf | present |
| 2021-CS-178 | Muhammad Hamza | present |

**Type of Meeting: Online**

**Location: Zoom Meeting**

**Agenda:**

* Student Registration and Authentication
* User Roles and Permissions
* User Profile Management
* Interactive Learning Management
* Assignment Management
* Grading / Feedback
* Resource Library
* Parent-Teacher Portal
* Performance
* Reliability
* Usability
* Compatibility
* Load Balancing
* Scalability

**Discussion or Feedback**

**Student Registration and Authentication**

* Discussed the requirements and challenges related to student registration and authentication.
* Agreed to implement email-based registration with secure authentication protocols.

**User Roles and Permissions**

* Reviewed the different user roles and their permissions.
* Clarified the access levels for each role, ensuring teachers, students, parents, and administrators have appropriate access.

**User Profile Management**

* Discussed the need for users to manage their profiles.
* Decided to allow users to update personal information and additional details as needed (as teacher role will add about his/her education)

**Interactive Learning Management**

* Explored the types of interactive learning materials to be included.
* Agreed to have a diverse repository of content, including text, images, videos, quizzes, and simulations.

**Assignment Management**

* Discussed the assignment creation process and tracking.
* Decided that teachers will have the ability to set due dates and assign them to specific classes or students.

**Grading / Feedback**

* Talked about the grading process and feedback to students.
* Agreed that teachers should be able to provide grades and feedback on assignments.

**Resource Library**

* Discussed the content and organization of the resource library.
* Decided to include textbooks, articles, research papers, and enable users to access, download, and annotate resources.

**Parent-Teacher Portal**

* Explored the features of the parent-teacher portal.
* Agreed that parents should have access to their child's academic information, including grades, attendance, and communication with teachers.

**Performance**

* Ensuring quality loading times and responsiveness

**Reliability**

* Achieving good level of platform availability

**Usability and Compatibility**

* Usability: Ensuring intuitive and user-friendly
* Compatibility: Maintaining a smooth user-experience

**Load Balancing and Scalability**

* Load Balancing: Mechanisms for distributing network traffic efficiently
* Scalability: Consideration to accommodate growth in users and resources

**Signature:**

Owner

Muhammad Hamza

Developer

Mizna Rauf