# Weekly Meeting Agenda

# Meeting #3 (Brainstorming meeting)

1. Team Members:

Arwa Almrzoqi 441212001

Hissah Almousa 441211996

Munirah Aldaosari 441211997

1. Location, Date, Time, and Duration:

The meeting took place via Zoom Meeting on Sunday 21/1/2023 it started around 9:00 P.M. and lasted about 30 minutes.

1. **Meeting Minutes:**

**1. Software Design Documents (SDD):**

First, we specified and prepared an annotated template used to complete the Software Design Document (SDD). The template will achieve all the pre-listed outlines (in the lecture) and it will include the whole detail of the design. In addition, we have:

1. Discuss the design of the software.
2. Understand how the SDD written and review some examples.
3. Assign tasks to each member of the group.
4. Create a templet in OneDrive for the SDD.

**2. Task Allocation:**

The task of preparing the SDD has been assigned for each member of the group as follows:

* Arwa: Introduction and System Overview.
* Hissah: System Architecture and component Design, and Data Design.
* Munirah: Design Details and Human Interface Design.

After accomplishing all tasks of SDD, we started working on the UI Design. *Figma* software has been used for that purpose and all team members collaborate enthusiastically.