

Meeting Minutes

Meeting Number : 01

Date : 17/03/2016

Time: 10.00am

Participants : Kanchana Lakmal
Egodagamage Nishadi Dulashika
S.D.B.Hansani Senavirathna
Mihikala Isuri Wijesekara

Main things focused:

At the beginning of our 1st meeting all the members are examine requirements by going through with over roll case study specification and we have understand the functions regarding to the stage of feasibility study, under the relevant limited time scale we have analyzed the main requirement and we have done the feasibility study and listed all the set of requirements regarding its rank and we prioritized under MoSCoW during the limited time scale.

Tasks/Responsibilities for team members until next meeting:

1. **Kanchana Lakmal** -After analyzing overall existing sites and find out new features to our project it is basically research delivered by team leader.
2. **Egodagamage Nishadi Dulashika** -Analyze about ordered functions and generate Requirement Catalogue regarding with most significant functions.
3. **S.D.B.HansaniSenavirathna** -Regarding to the functional and non-functional requirements of the existing system, prepare Rich picture to define activities which are given in this coursework.
4. **Mihikala Isuri Wijesekara**- Arranged Gantt chart which is including time frame of our development.

Problems Generated:

1. Problems which are generated when ordered requirements according to the importance.
2. Problems generated when taking new features form existing researched sites.

Solutions Taken:

1. According to the requirements which are mainly considered in coursework that we had to fulfill when we are gathering several functions from existing systems.
2. When entering new features to our system we already considered about each members idea and put necessary requirements to our proposed system.

Date for the Next Meeting: 19/03/2016

Meeting Minutes

Meeting Number : 02

Date : 19/03/2016 **Time:** 2.00pm

Participants : Kanchana Lakmal
Egodagamage Nishadi Dulashika
S.D.B.Hansani Senavirathna
Mihikala Isuri Wijesekara
Kanchana Fernando

Main things focused: In our 2nd meeting we consider about designing our web site according to the priority levels. Important requirements are sketched and relatively we create wireframes to design the technical diagrams like use case, activity and class diagrams.

Tasks Responsibilities for team members until next meeting:

1. **Kanchana Lakmal** -According to the ideas which taken from existing course monitoring sites new design plan is implemented.
2. **Egodagamage Nishadi Dulashika** –Regarding to the requirements that we gathered design rough sketch diagram of our site.
3. **S.D.B.Hansani Senavirathna** -According to the prioritize requirements generate high level Usecase diagram and primary as well as the secondary scenarios.
4. **Mihikala Isuri Wijesekara**- Main functionalities are described and illustrate Activity Diagram.
5. **Kanchana Fernando** – Her idea about desired system had been announced.

Problems generated:

1. When generating technical diagrams through Visio like software problems are generated.
2. When entering new functions some functions are need to remove and some are not then it occurred problematic situation.

Solutions Taken:

1. Learnt to use Smart draw software without using MS Visio.
2. Only entered most important features to the systems without using more non-functional features more.

Date for the Next Meeting: 24/03/2016

Meeting Minutes

Meeting Number : 03

Date : 24/03/2016 **Time:** 10.00am

Participants : Kanchana Lakmal
Egodagamage Nishadi Dulashika
S.D.B.Hansani Senavirathna
Mihikala Isuri Wijesekara
Kanchana Fernando

Main things focused: In our 3rd meeting we mainly considered about physical designing part. We examine the database tables and drew ERD diagram and finalized it and we taken Enhanced ERD with relationship tables to our database.

Tasks Responsibilities for the team members until next meeting:

1. **Kanchana Lakmal** -As a team leader he gave more ideas on web site designing section.
2. **Egodagamage Nishadi Dulashika** - According to the designed wireframes PHP implementation is done.
3. **S.D.B.Hansani Senavirathna** -prepared Enhanced Entity Relationship Diagram and developed database using XAMPP according to the mapped tables.
4. **Mihikala Isuri Wijesekara** -Checking and confirming the tables which are associate with ERD whether those tables and columns are suitable with our designing for the web pages.
5. **Kanchana Fernando** – Will take part in process of UML Designing designing

Problems Generated:

1. Some settlements and disparities came with members when features adding to the web pages in designing stage.
2. When developing database according with enrichment of requirements suddenly problems are generated.

Solutions Taken:

1. When implementing the main functional requirements parallel with old functions which helps to enrich the system.
2. Some of the attributes are eliminated from the database tables and some attributes are entered to the database tables.

Date for the Next Meeting: 28/03/2016

Meeting Minutes

Meeting Number : 04

Date : 28/03/2015 **Time:** 11.00am

Participants : Kanchana Lakmal
Egodagamage Nishadi Dulashika
S.D.B.Hansani Senavirathna
Mihikala Isuri Wijesekara
Kanchana Fernando

Main things focused: In our 4th meeting we examine about logical design of the system parallel with Programming and database designing.

Tasks Responsibilities for the team members until next meeting:

1. **Kanchana Lakmal** -Focusing on designing phase of the web based system with enhanced requirements and features in order to enhance the standard of the web based system.
2. **Egodagamage Nishadi Dulashika** -Focus on the designing part of the web based system and also start using web developing software.
3. **S.D.B.Hansani Senavirathna** -When requirements become changed new tables are added to the system and some are removed from the system.
4. **Mihikala Isuri Wijesekara** -Provide attention about another technical diagrams which mainly needed for development process.
5. **Kanchana Fernando** – Contributing to the Unit tests

Problems Generated:

1. Problems happened when enhancing new features to the web pages to make the website more attractive and eye catching.
2. At the coding procedures problems are generated.

Solutions Taken:

1. According to the limited time scale some functions had to remove.
2. Coding troubles are overcome after discussing with team.

Date for the Next Meeting: 31/03/2016

Meeting Minutes

Meeting Number : 05

Date : 31/03/2016 **Time:** 11.00am

Participants : Kanchana Lakmal
Egodagamage Nishadi Dulashika
S.D.B.Hansani Senavirathna
Mihikala Isuri Wijesekara
Kanchana Fernando

Main things focused: In our 5th meeting also handled according to the coding process of the web system, some errors are fixed after talking with team members. Parallel with that technical diagrams are generated and we manage to conclude the development section.

Tasks Responsibilities for the team members until next meeting:

1. **Kanchana Lakmal** -Parallel with the designing of the website system development is started.
2. **Egodagamage Nishadi Dulashika** - According to the design sections coding for the web based system has started and technical diagrams are formed
3. **S.D.B.Hansani Senavirathna** -Technical diagrams are demonstrated which needed for development and for meeting minutes and prepared by adding day today jobs of the team members and their contribution for the scrum meetings.
4. **Mihikala Isuri Wijesekara** -Helped for error fixing session when system is in run time.
5. **Kanchana Fernando** – Helping for the unit tests and error tracking of the new system

Problems Generated:

1. Problems were stand up when handling codes in some development stages.
2. Problems were stand up when passing system data through web system interfaces to database.

Solution Taken:

1. Two types of errors which are. **Syntax** and **Semantic** errors were fixed.
2. When data is entered to the web system database there could be connection errors and error messages popped up then all the team members checked the connection to the database and the errors fixed.

Date for the Next Meeting: 04/04/2016

Meeting Minutes

Meeting Number : 06

Date : 04/04/2015

Time: 10.00am

Participants : Kanchana Lakmal
Egodagamage Nishadi Dulashika
S.D.B.Hansani Senavirathna
Mihikala Isuri Wijesekara
Kanchana Fernando

Main things focused: In our 6th meeting implementation process has finalized with designing part.

Tasks Responsibilities for the team members until next meeting:

- 1. Kanchana Lakmal** -As a team leader analyzed how the project work is going on monitored the progress advised all the members to complete task quickly before deadline.
- 2. Egodagamage Nishadi Dulashika** - Analyzing the technical diagrams that are given to team members and considered about development of the site to light up ultimate output.
- 3. S.D.B.Hansani Senavirathna** - Meeting minutes are created according to the tasks of team members. Deliver some ideas on development process of the web system.
- 4. Mihikala Isuri Wijesekara** -Focused attention on forming technical diagrams which are required essentially for development process and are still not completed.
- 5. Kanchana Fernando** – Presented list of errors and bugs found of the website

Problems Generated:

1. Problems were generating when implementing the web based system.
2. Problems were happened when forming all the essential technical diagrams which are required prior to moving in to the next level which is implementation of the system.

Solution Taken:

1. All members get together and discussed on how to fix errors.
2. Used Smart Draw software for forming technical diagrams quick.
3. Handling **Black Box Testing** and **White Box Testing**.

Date for the Next Meeting: 08/04/2016

Meeting Minutes

Meeting Number : 07

Date : 08/04/2016 **Time:** 11.00am

Participants : Kanchana Lakmal
Egodagamage Nishadi Dulashika
S.D.B.Hansani Senavirathna
Mihikala Isuri Wijesekara
Kanchana Fernando

Main things focused: In our 7th meeting web pages are implemented by some of our group members and some are designed another web pages together with that we only have to finish technical diagrams before implementing the system.

Tasks Responsibilities for the team members until next meeting:

1. **Kanchana Lakmal**-Guided all members to handle their own tasks as much as they could in faster manner.
2. **Egodagamage Nishadi Dulashika** -Analyzing the technical diagrams and considered about development of the site to light up ultimate output.
3. **S.D.B.Hansani Senavirathna** -Meeting minutes are created according to the assigned tasks of the team members. Deliver some ideas on development process of the web system.
4. **Mihikala Isuri Wijesekara** -Going through technical diagrams which are still not completely done and which are very much needed for proposed development.
5. **Kanchana Fernando** – Further reports from testing presented

Problems Generated:

1. Problems were happened in implementation stage of web pages.
2. Problems were happened when concluding all the technical diagrams.

Solution Taken:

1. All members discussed on how to fix errors, together with sharing overall programming skills.
2. We used software called Smart Draw to form technical diagrams immediate.

Date for the Next Meeting: 10/04/2016

Meeting Minutes

Meeting Number : 08

Date : 10/04/2016 **Time:** 11.00am

Participants : Kanchana Lakmal
Egodagamage Nishadi Dulashika
S.D.B.Hansani Senavirathna
Mihikala Isuri Wijesekara
Kanchana Fernando

Main things focused: In our 8th meeting we mainly considered about standard project documentation as well as further system development. Basically we examine on rest of the technical diagrams that we have to complete.

Tasks Responsibilities for the team members until next meeting:

1. **Kanchana Lakmal** - As a team leader, showed some mistakes which are happened during the system development.
2. **Egodagamage Nishadi Dulashika** - Examining with technical diagrams which is given by project documenting members and concerned on development more further to reach ultimate production.
3. **S.D.B.Hansani Senavirathna** -.Analyzed overall database which should tally with illustrated tables and entities in EERD.
4. **Mihikala Isuri Wijesekara** -Considered on forming further technical diagrams which are required for developing process after the system development.
5. **Kanchana Fernando** – Went through all diagrams and requirements to check current system meets the requirements

Problems Generated:

1. Problems are happened when creating documentation, conflicts happened when entering technical diagrams in different locations in project documentation.
2. Error occurrence frequent is getting law.

Solution Taken:

1. When adding technical diagrams into documentation we got advises from our lecturer.
2. According to the handling of white box and black box testing error occurrence getting law.

Date for the Next Meeting: 12/04/2016