

Date/Time	Attendees	Team Progress	Individual Progress	Task allocation
28/01/2025 14:30 – 15:00		Group and choosing a project to work on	N/A	N/A
04/02/2025 10 AM	Emile, Farhaan N, Farhaan M, Milagros, Josefina, Sawaira	Discussed the questions to ask the client, the people asking the questions and the people writing notes.	N/A	
04/02/2025 14:20-14:40	Emile, Farhaan N, Farhaan M, Milagros, Josefina, Sawaira, Ade	Spoke with the client about the project, requirements, and ways to stay in contact	N/A	Josefina, Milagros and Farhaan N asked questions to the client, Emile, Farhaan M, Ade and Sawira took notes.
04/02/2025 14:40-16:20	Emile, Farhaan N, Farhaan M, Milagros, Josefina, Sawaira, Ade	N/A	SRS Document: Josefina: Allocated tasks, Wrote introduction and created interface. Emile: Wrote the LSEPI. Farhaan M: Created the risk assessment. Ade: Created functional requirements Milagros: Created the Gantt chart	N/A

			and non-functional requirements. Farhaan N: Did the data description and part of the functional requirements. Sawaira: Did the introduction (team expertise and rationale of topic choice).	
14/02/2025 10AM – 10:40AM	Milagros, Josefina, Farhaan N, Emile, Sawaira, Ade MISSING: Farhaan M.	Group progress is good. The requirements document is almost complete, only a few diagrams missing. The project itself has a few developments, like the database creation, lockdown browser coding and the base structure started.	Farhaan N created the Database; has problems linking the data from table to table. Milagros and Emile didn't make any progress on the coding, but that's due on Monday. Ade started working on the Login page. Farhaan M had good progress with the lockdown browser.	Farhaan N has been tasked with the Core Data Diagram, Sawaira needs to do the Justification for the Use Diagram. Milagros and Emile need to do the skeleton. Josefina needs to finish the interface rationale.
18/02/2025 10AM – 11:50AM	Milagros, Josefina, Farhaan N, Emile, Sawaira, Ade ONLINE: Farhaan M	Group is working well. Have made progress on making the frontend and the backend. HTML, CSS, PHP and the database have been done.	Milagros and Emile have created the skeleton of the website. Ade has done PHP to link the website and database; this will be connected later. Farhaan N has done the	Farhaan N is to make a core data diagram and put together skeleton and database,

			<p>database.</p> <p>Sawaira has done the use case diagram. Farhaan M has made progress with the lockdown browser and Josefina made the presentation for user interface and read a bit on testing and spoke to the client on when they wanted to meet.</p>	
18/02/2025 14:00-16:00	Milagros, Josefina, Farhaan N, Emile, Sawaira, Ade, Farhaan M	Everyone is working on their respective tasks. We changed the programming language from PHP to Java.	N/A	N/A
25/02/2025 10:00 – 12:00	Josefina, Sawaira, Milagros, Emile, Farhaan N	A little behind on the programming tasks.	Farhaan M – Has created the files needed for lockdown control.	Milagros has to create a method for log in and log out, Ade is making a method for import and export, Emile is creating a method for the search functionality and edit, Josefina will create a method that will shut down the app once the password has been

				entered incorrectly 3 times.
25/02/2025	Josefina, Sawaira, Milagros, Emile, Farhaan N, Farhaan M	A little behind. Need to do the programming tasks.	N/A	N/A
28/02/2025	Josefina, Emile, Farhaan N	Came together to see how everyone has done with their respective tasks	Emile has created the search function.	
04/03/2025 10:00 – 12:00	Farhaan N, Sawaira, Josefina, Milagros, Emile	This meeting was largely everyone coming together to complete code tasks.	Josefina worked on the edit code, Sawaira wrote code to view documents, Farhaan N tested the classes that were available, Ade wrote the import/export function.	
04/03/2025 14:00-16:00	Farhaan N, Sawaira, Josefina, Milagros, Emile, Farhaan M, Ade	Everyone got on with their tasks.	Emile worked on the HTML and CSS. Farhaan M worked on the delete function. Milagros is doing the Gantt chart. Sawaira is coding for the document. Ade is testing the import/export function. Farhaan M created the function to connect the database and	Farhaan M will do the delete and add function. Ade is trying to integrate parts of the system. Milagros will continue with login and logout functions. Sawaira is creating a function to open and view the document.

			front end and also sorted of the SQL. Josefina finished the edit function and checked the SRS document.	Emile will work on the HTML and CSS. Farhaan N will make search function and add sample data. Josefina will test the edit and create the password shutdown.
07/03/2025 10:00 – 12:00	Ade, Emile, Josefina, Milagros, Sawaira	Our group came together to check the progress made and to continue to do our tasks.	Josefina made the requirements document ready for submission. Sawaira did the open word document code. Milagros completed the Gantt chart. Farhaan N tried importing the data to the database. Ade tried to combine the import/export function and search function. Emile has made the front end more presentable by doing the HTML and CSS.	