Meeting Minutes

Team Name: PROJ

Sprint: 2

Meeting #: 1

Date: September 29th, 2025

Location: Hall Building – H907

Attendees: All team members were present

Team Members

Name	Student ID	GitHub Username	Role
Jawad Hamed Mohammed Mahyoub Al-Aqlani	40272579	JawadAl-Aqlani	Frontend
Ahmad Al Habbal	40261029	ham340i	Team Leader / Frontend
Abd Al Rahman Al Kabani	40247395	aboudka2003	Backend / Frontend
Mena Boulus	40291619	menaboulus	Frontend
Abed-Elmouhsen Cherkawi	40323359	A-CHERKAWI	Backend
Harjot Minhas	40315397	M1nha5	Backend
Fady Dous	40190778	fady0101	Backend

Description of Project

Our project is a web-based application that provides a centralized platform for campus event management and ticketing. Students will be able to discover events, reserve tickets, and check in with QR codes. Organizers will create/manage events, track attendance, and export attendee lists. Administrators will approve organizers, moderate events, and oversee participation statistics.

The goal is to deliver a **prototype** that demonstrates these features as a foundation for a complete system.

Objectives Discussed

• Reviewed Sprint 1 progress and merged documentation branches.

• Finalized tasks and priorities for Sprint 2 features.

• Assigned event list, filtering, and QR ticketing modules.

• Agreed to improve commit messages and enforce naming conventions.

• Discussed UI refinement and responsive layout goals.

Decisions / Outcomes

1. Ahmad to lead the EventList implementation and manage integration.

2. Abd Al Rahman to handle QR code functionality.

3. Mena to integrate "Save Event to Calendar" and enhance input handling.

4. Backend team to prepare APIs for ticket management mock data.

5. All members to use the same branch naming (USXX--feature-name).

Action Items

• Ahmad: Implement filtering UI and connect with mock data.

• Mena: Add calendar integration and handle UI state.

• Abd Al Rahman: Finalize QR generation.

• Backend: Mock endpoints for testing.

• Everyone: Update issue links and PR descriptions.

Next Meeting

Date/Time: Wednesday, Oct 2nd, 2025 — 6:00 pm

Agenda: Component testing, QR integration demo, and code review feedback.