**Chalique nail studio information system**

**Administrative diary**

**ITRW 225 – Systems Analysis & Design**

**Meeting Minutes**

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* **Meeting –**

General information

* Date: 21/07/2017
* Meeting time: 10:00 – 11:30 AM
* Duration: 1 hour 30 minutes
* Attendance: 5/5 project members

Discussion & Agenda

* Repository (Source Tree) – used for making certain changes to our program
* Visual Studio 2017 (method of use)
* The individual tasks to be completed for the program
* Task Division:
* Ahmed: Drawing of financial statements, admin forms, finalise booking form (emphasis on financial illustration).
* Robin: New booking, edit booking.
* Arno: Admin, notification method, finalise booking form.
* Franco: Stock maintenance
* Nicole: Remove and edit clients (Client management)

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* **Meeting –**

General information

* Date: 28/07/2017
* Meeting time: 10:00 – 12:00 PM
* Duration: 2 hours
* Attendance: 5/5 project members

Discussion & Agenda

* Installation and linkage between Source Tree and Bitbucket
* General meeting

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* **Meeting –**

General Information

* Date: 15/08/2017
* Meeting time: 14:00 – 17:00
* Duration: 3 hours
* Attendance: 5/5 members

Discussion & Agenda

* Meeting to discuss the activities to be done for assignment 1
* Discuss the progress of the individual programming tasks
* Task Division:
* Franco: Logical/ physical process model
* Nicole: Logical/ physical process model
* Arno: Logical/ physical process model
* Ahmed: Logical/ physical data model
* Robin: Logical/ physical data model

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* **Meeting –**

General Information

* Date: 16/08/2017
* Meeting time: 15:00 – 19:00
* Duration: 4 hours
* Attendance: 5/5 members

Discussion & Agenda

* Meeting to discuss the finalization of the activities that were stated in the previous meeting
* Task Division:
* Franco: Logical/ physical process model
* Nicole: Logical/ physical process model
* Arno: Logical/ physical process model
* Ahmed: Logical/ physical data model & database schema
* Robin: Logical/ physical data model & database schema

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* **Meeting –**

General Information

* Date: 25/08/2017
* Meeting time: 10:15 – 12:00
* Duration: 1 hour 45 minutes
* Attendance: 6/6\* members

Discussion & Agenda

* Meeting to discuss the progress of the previously designated activities.
* The Introduction of a new group member: Naomi Pretorius
* The major decision to remove the Stock from the system
* Task Division:
* Naomi: DFD (Network Architecture/ file server architecture)
* Nicole: DFD (Network Architecture/ file server architecture)

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* **Meeting –**

General Information

* Date: 29/08/2017
* Meeting time: 19:00 – 22:00
* Duration: 3 hours
* Attendance: 6/6 members

Discussion & Agenda

* Meeting to discuss the progress of the previously designated activities.
* Discuss the progress of the individual programming tasks
* The decision to remove the Stock from the system
* Task Division:
* Naomi: DFD (Network Architecture/ file server architecture) & project plan
* Nicole: DFD (Network Architecture/ file server architecture) & project documentation
* Ahmed: Preliminary - crystal reports
* Arno: Project plan

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* **Meeting –**

General Information

* Date: 30/08/2017
* Meeting time: 15:00 – 18:00
* Duration: 3 hours
* Attendance: 6/6 members

Discussion & Agenda

* Meeting to discuss the progress of the previously designated activities.
* The completion of assignment 1
* Task Division:
* Naomi: DFD (Network Architecture/ file server architecture)
* Nicole: DFD (Network Architecture/ file server architecture), project documentation
* Franco: Feasibility analysis matrix, crystal reports
* Ahmed: Cost benefit analysis, preliminary - crystal reports, main form - email
* Naomi: functionality – change email settings and message, edit and delete incomes(tab), Treatments(tab) – functionality
* Arno: Additional admin

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* **Meeting –**

General Information

* Date: 8/09/2017
* Meeting time: 10:15 – 12:00
* Duration: 1 hour 45 minutes
* Attendance: 6/6 members

Discussion & Agenda

* Meeting to discuss the progress of the previously designated activities.
* Task Division:
* Franco: Crystal reports

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* **Meeting –**

General Information

* Date: 12/09/2017
* Meeting time: 16:00 – 19:00
* Duration: 3 hours
* Attendance: 6/6 members

Discussion & Agenda

* Meeting to discuss the progress of the previously designated activities.
* General testing phase

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* **Meeting –**

General Information

* Date: 14/09/2017
* Meeting time: 19:00 – 22:00
* Duration: 3 hours
* Attendance: 6/6 members

Discussion & Agenda

* Meeting to discuss the progress of the previously designated activities.
* General testing phase II
* Task Division:
* Robin: Prevent cancellation after booking finalised, prevent finalise if already finalised, new booking treatments using arrows, prevent expense success message, backup fail after the location has been selected, double booking method check, edit booking adjustments, change payment null check, add referential integrity, new technician not showing.
* Ahmed: Remove the delete and expense success, delete treatments, set combo box to remove expense
* Naomi: user manual and main testing, additional admin form coding
* Franco: user manual and main testing
* Arno: User Icon, make finalise booking amount changeable
* Nicole: User Icon, make finalise booking amount changeable

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* **Meeting –**

General Information

* Date: 15/09/2017
* Meeting time: 9:00 – 12:00
* Duration: 3 hours
* Attendance: 6/6 members

Discussion & Agenda

* Meeting to discuss the progress of the previously designated activities.
* General testing phase II
* The completion of assignment 2 (System analysis and design project)
* Task Division:
* Robin: Edit boking, check for the opening and closing of the database, check double booking per technician, check double booking by client ID, manage clients and delete client
* Ahmed: Remove the delete and expense success, delete treatments, set combo box to remove expense, add backgrounds (all 3 tabs)
* Naomi: user manual and further testing, change payment null check on click, additional admin form coding
* Franco: user manual and further testing
* Arno: Admin, user Icon, tool tip notifications, edit booking connection state
* Nicole: User Icon, tool tip notifications, edit booking connection state

**Chalique nail studio information system**

**Repository**

**(scheduled time: 4/07/2017 – 19/09/2017)**



















