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| **Meeting No.:** | | **Date:** |
| No. | Member’s name/QUID **(BY STUDENTS)** *keep the same order in all logbooks.* | Attended/Absent **(BY ADVISOR)** |
| 1 |  |  |
| 2 |  |  |
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| **Tasks from last meeting (BY STUDENTS)** | | **BY ADVISOR** | | |
| Task No | Progress, problems, related issues, … | Assigned to  **Member’s No**/**All** | **F**inished/  **C**ontinued/  **F**inished **D**elayed  **F**/**C**/**FD** | Unsatisfactory (**1**) Marginal (**2**)  Satisfactory (**3**)  **1**/**2**/**3** |
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| **Tasks from this meeting (BY STUDENTS BASED ON ADVISOR)** | | **BY ADVISOR** | | |
| Task  No | Description | Assigned to  **Member’s No**/**All** | **N**ew/  **C**ontinued  **N**/**C** | Duration in days |
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| **Other matters if any (BY STUDENTS/ADVISOR)** |
| By Students:  By Advisor: |

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| **Evaluation: unsatisfactory (1), marginal (2), satisfactory (3) (BY ADVISOR) 1**/**2**/**3** | | | |
| Member No. | Quality of the work | Contribution in discussions | Communication skills and team playing |
| 1 |  |  |  |
| 2 |  |  |  |
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| **Student No** | **Student Name** | **Signature** | **Date** |
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| **Advisor Name** | | **Signature** | **Date** |
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Meeting #2 (18Sept 2023) with Dr. Mohamed Saleh

1. Discussion

* Confirmation to stay on the idea of password manager
* Discussion about how “nothing is 100% secure”
* Competitivity issue: especially that many solutions in the market have a lot of features and properties. Eg. Bitwarden (open-source, free, compatible…etc)
* One solution: “we want to develop a local independent software” (political aspect)
* + it is possible to combine multiple features from different actual solutions and apply them in our product
* Use case hierarchy: essential, recommended, optional (from a recent study)
* To choose what suits us the most

1. Outcomes

* Creation of a shared file for draft notes & suggestions

Notice: monitoring the progress/achievement of tasks is done in Asana plateform

Tasks (for next meeting): -uploaded in Asana-

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| Name | Tasks | Tasks |  |
| Khalifa | * check difference ACM/IEEE code of ethics * review of assumptions (&non-functional requirements) * practice mysqlite | Essa | * finish non-functional requirements * check testing non-functional requirements * practice mysqlite |
| Youssef | * finalize the use case diagram (for discussion Thursday) * make notes file | Mohamed-Dhia | * finalize 1.4 & 3& 4 * open Asana * meeting debriefing in week logbook |

Meeting #3 (21Sept 2023)

1. Discussion
2. Outcomes

* Review non-functional requirements based on papers, resources (of actual password managers)
* Should we merge update & remove use cases?
* Merge Lock/Unlock use case?

Tasks (for next meeting): -uploaded in Asana-

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| --- | --- | --- | --- |
| Name | Tasks | Tasks |  |
| Khalifa | * Use case Specification: E9,10,R1,R2 | Essa | * Use case Specification: E1,2,3,4 |
| Youssef | Use case Specification: R3,R4  Use case Diagram | Mohamed-Dhia | Use case Specification: E5,6,7,8  3.1.1 Update (Continued)  Finish Planning (Specific Tasks) |