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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 | Essa Ahmed Abou Jabal / 202004969 |  |
| 2 | Youssef Sherif Aly/ 201901748 |  |
| 3 | Mohamed-Dhia Abdaoui / 202005886 |  |
| 4 | Khalifa Ebrahim Yousuf/202002710 |  |

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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 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |

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| --- | --- | --- | --- |
| **Student No** | **Student Name** | **Signature** | **Date** |
| 1 | Essa Ahmed Abou Jabal |  |  |
| 2 | Youssef Sherif Aly | Youssef Aly |  |
| 3 | Mohamed-Dhia Abdaoui | Mohamed-Dhia Abdaoui |  |
| 4 | Khalifa Ebrahim Yousuf | Khalifa |  |
| **Advisor Name** | | **Signature** | **Date** |
|  | |  |  |

Meeting #4 (25 Sept 2023) with Dr. Mohamed Saleh

1. Discussion

* In a Capstone project you gotta come up with a marketable idea or something new. Not just a replica of an existing thing. Otherwise, anyone can do it.
* The most expensive thing is the idea
* The work should be done together, not just fragmenting the work among the team members and then collect it. It does not work like that. Everyone should be aware of the part of each member, because:

1. Someone can have a misunderstanding, misconception
2. Other members can give new ideas, perspectives
3. Sometimes different parts of the system are interacting with each other, not independent >> need to discuss these issues.

* Share work fairly >> each should get the chance to learn new skills and knowledge
* When writing code keep in mind separation of concerns.
* Can use figma for UI flow
* Take into consideration exams and “relaxed times” & organize your work accordingly

1. Outcomes

* Make a survey (for market analysis) >> to show how your product is needed and doable (new)
* Should work on the high-level architecture (users & system components & their interactions) >> “when I look at it, I know what’s the app about”
* Shift of milestones by one week

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

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| --- | --- | --- | --- |
| Name | Tasks | Name | Task |
| Khalifa | 5.4 DB design  5.3 sequence diag. | Essa | 5.4 DB design  5.3 sequence diag.  Update format (related work) |
| Youssef | * 5.3 sequence diag. * Class diagram | Mohamed-Dhia | 5.3 sequence diag.  5.6 Data flow diag.  5.2 class diagram |

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| Name | Bonus Tasks |
| Essa & Khalifa | 5.1 High level architecture |
| Youssef & Mohamed-Dhia | * 5.5 UI design |

Meeting #5 (28 September 2023)

1. Discussion
2. Outcomes

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

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| Name | Tasks | Tasks |  |
| Khalifa |  | Essa |  |
| Youssef |  | Mohamed-Dhia |  |