15.5.3 Meeting Logs

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| **Title:** Final Year Project Allocation System |
| **Students:** Caoimhe Camilleri, Nicole Cassar, Connor Sant Fournier, Joshua Spiteri |
| **Supervisors:** Dr John Abela, Mr Joseph Bonello |

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| **Date of Meeting** | **Meeting Outcomes** | **Deliverables for Next Meeting** | **Signatures** |
| 07/02/2020 | - Overview of requirements  - Discussion on the allocation algorithm  - Discussion on potential technologies that can be used | - Design Lo-Fi Prototypes of Web Interface  - Design Database Schema  - System Architecture Diagram (A high-level one for now) | **Supervisors + Students** |
| 07/02/2020 | - Each member was assigned a team role  - Discussed System Architecture Diagram and Database Schema  - Got documents from secretary | - Design Lo-Fi Prototypes of Web Interface | **Students** |
| 24/02/2020 | - Discussed API MVC as a potential technology to be used  - Discussed allocation logic in more detail | - Implement database  - Develop an API to go along with the database and the views  - Implement a simple portal | **Supervisors + Students** |
| 04/03/2020 | - Reviewed work that was done along with supervisors  - Discussed database schema in more detail | - Integrate the database with the artefact  - Include log file with allocation details | **Supervisors + Students** |
| 04/03/2020 | - Discussed how html pages will be integrated with the allocation algorithm and the database  - Discussed documentation so far | - Integrate the database with the artefact  - Include log file with allocation details | **Students** |
| 08/03/2020 | - Discussed validity of Database Schema and and reviewed integration of Database so far  - Planned out the work to be done over the next few weeks | - Final Database Schema  - Basic Form HTML Pages | **Students** |
| 24/03/2020 | - Verified that Database Schema is correct  - Discussed the need for an Email system for the application | - Add validation  - Implement Email system | **Supervisors + Students** |
| 02/04/2020 | - Discussed Documentation so far  - Discussed modifications needed on the Database  - Discussed Views that need to be added | - Continue writing the documentation | **Students** |
| 13/04/2020 | - Discussed further modifications needed on the database (mainly, additional columns in the supervisor areas table). | - Update the Database Schema | **Students** |
| 21/04/2020 | - Discussed the area and supervisor quota in more detail | - Test allocation with different student sets  - Readjust quota  - Add validation on forms | **Supervisors + Students** |
| 28/04/2020 | - Discussed validation on forms  - Discussed different testing methods for the allocation process | - Further validation on forms | **Students** |
| 12/05/2020 | - Include import feature to import csv files  - Create a flowchart for the allocation algorithm | - Add the import feature  - Further develop the allocation log | **Supervisors + Students** |
| 21/05/2020 | - Add Re-Allocation option (secretary can perform allocation multiple times)  - Publish Allocation button can only be pressed once | - Login Authorization  - First draft of documentation  - Add check to see that all students have submitted their preferences  - Add Areas Descriptions | **Supervisors + Students** |
| 01/06/2020 | - Discussion on how the allocation algorithm is deterministic  - It was mentioned that the supervisor is more relevant than the area | - Investigate treatments of unallocated students in the Allocation table.  - Add Legend to Allocation Tables and add the Area Codes | **Supervisors + Students** |
| 09/06/2020 | - Technically, no need for word limit on Area Description  - Add more diagrams and screenshots to the documentation  - Application has been finalised | - Work on Documentation | **Supervisors + Students** |
| 09/06/2020 | - Discussed documentation so far and assigned the last few tasks | - Final documentation | **Students** |
| 16/06/2020 | - Overview of Final Application  - Overview of Final Documentation |  | **Supervisors + Students** |