

PROGRESS REPORT – MINUTES OF MEETING

WEEK : <./09.15.21 – 10.17.21> | **MEETING ORGANIZER:** NIKIL NANDHA SELVARAJ

MEETING ATTENDEES: SUJITRAJ THIRUMURTHY, SAI VENKAT MANDAVA

MEETING DATE & TIME: 09-21-2021; 10-09-2021

MEETING NOTE-TAKER: NIKIL NANDHA SELVARAJ

MEETING MODALITY: FACE TO FACE

VIRTUAL TEAMS MEETING

TASKS TO BE PERFORMED THIS WEEK: Implement all static pages of the project with basic functionalities.

PROJECT PHASE: 2

Task Name(s) :

Home Page; Login; Registration; Manager Dashboard; Admin Dashboard - Nikil Nandha Selvaraj
Contact Us; User Dashboard; Visitor - Sujitraj Thirumurthy
About Page, Services Page- Sai Venkat Mandava

Number of hours allocated: 15 hours / week

Actual hours put in : minimum 10 hours

MileStones achieved in previous week:

Nikil Nandha Selvaraj:

Milestone 1: Completed Home Page; Login Page with CSS

Milestone 2: Completed Registration with CSS

Milestone 3: Completed Manager Dashboard with CSS

Milestone 4: Completed Admin Dashboard with CSS

Milestone 5: Implemented Responsiveness in all allocated pages (including service page); Implemented JavaScript in all required pages

Sujitraj Thirumurthy:

Milestone 1: Completed Visitor Page with CSS

Milestone 2: Completed User Dashboard with CSS

Milestone 3: Completed Contact Us Page with CSS

Milestone 4: Implemented Responsiveness in all allocated pages (including about page)

Sai Venkat Mandava:

Milestone 1: Completed About Page with CSS

Milestone 2: Completed Service Page with CSS

Backlogs: -**Plan to address Backlogs: -**

Are all members equally contributing: Yes

If no, please specify reasons: -

Comments by Note-Taker:

Initial tasks discussed and allocated to team members.

Conducted multiple virtual team meetings periodically.

Meeting Start: 2: 30 PM

Meeting End: 5: 45 PM

