

## MEETING LOG FOR SADM PROJECT

Date : 20 May 2024

Log No.: 2

**TEAM NAME: AFRR**

**TEAM MOTTO: Work Together For Each Other's Sake**

**TEAM GROUND RULE: Every Member Must Contribute For Every Phase**

### Attendance:

Group Member Name	Signatures
1. MUHAMMAD RIFQI BIN RAZALI	✓
2. MUHAMMAD FAKHRUL RAZZI BIN MD NOOR	✓
3. MUHAMMAD AMIR ZAFRI BIN MOHD ADHAR	✓
4. RIFQI AHMAD MUSYAFFA	✓

### Discussion Results/Findings:

Discussion on what method of information gathering we must use and what type of questions we must use. We choose interview and questionnaires for interactive method and observation for unobtrusive method. We use open-ended and closed-ended questions. So we make 5 questions for interview and 11 questions for survey. Then we decide what website/application we can observe. After that, we determine what we need to show in logical diagram and process specification.

### Members Contributions/Ideas

Group Member Name	Contributions/Ideas
1. MUHAMAD RIFQI BIN RAZALI	Information gathering method, survey question, research on current website/application, logical diagram
2. MUHAMMAD FAKHRUL RAZZI BIN MD NOOR	Interview question, survey question, research on current website/application, logical diagram
3. MUHAMMAD AMIR ZAFRI BIN MOHD ADHAR	Survey question, Suggest current and research on website/application, logical diagram
4. RIFQI AHMAD MUSYAFFA	Research on current website/application, current website/application process

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