

# Meeting Summary Report

**Project Title:** *AI-Powered Skill Mentor for Job Seekers*

**Date:** October 24, 2025

**Time:** 12:00 PM – 01:00 PM

**Attendees:** Rodina, Aya, Farah

**Absent Members:** Mariam, Mark

## 1. Overview

The team conducted a project meeting to review the core objectives, software requirements, and deliverables for the AI-Powered Skill Mentor system. The discussion focused on refining the system’s scope, defining users, selecting technologies, and distributing documentation and design tasks to ensure timely submission before the final deadline.

## 2. Key Decisions

- The system will support **three main user roles: Student, Employer, and Admin.**
- The platform will include **Sign-up and Login pages** for user authentication.
- The following **technologies** were selected:
  - **Frontend:** Vue.js
  - **Backend:** Express.js
  - **Database:** MongoDB
- A total of **eight software diagrams** will be developed to illustrate the architecture, workflows, and user interactions.
- **Figma prototypes** will be designed for all key user interfaces.
- The **final submission deadline** was set for **October 30, 2025.**

## 3. Task Distribution and Deadlines

### *Phase 1 – System Foundation*

Task	Responsible	Deadline
Software Description	Rodina	Oct 24
Functional & Non-Functional Requirements	Rodina	Oct 24
References & Tools Section in documentation	Rodina	Oct24

## Phase 2 – Core Diagrams

Task	Responsible	Deadline
Data Flow Diagram (DFD)	Rodina	Oct 25
Entity Relationship Diagram (ERD)	Rodina	Oct 25
Use Case Diagram	Farah	Oct 25
UI Flow Diagram	Farah, Mark	Oct 25

## Phase 3 – Architecture & Behavioral Diagrams

Task	Responsible	Deadline
System Architecture Diagram	Mariam	Oct 25
Class Diagram	Mark	Oct 25
Sequence Diagram	Aya	Oct 25
AI/NLP Workflow Diagram	Aya	Oct 25

## Phase 4 – Figma UI Design

Page	Responsible	Deadline
Sign & Login Page	Rodina	Oct 30
Landing (Home) Page		
Student Dashboard		
Learning Path / Course	Aya	Oct 30
Recommendation Page	Mariam	Oct 30
Employer Dashboard		
Job Post & Candidate Match Page		
Admin Dashboard	Farah	Oct 30
User Profile Page	Mark	Oct 30
Settings / Edit Profile Page		

## Submission Guidelines (via GitHub)

Submit your work on GitHub so that we don't lose any work

### Step 1 – Repository Structure

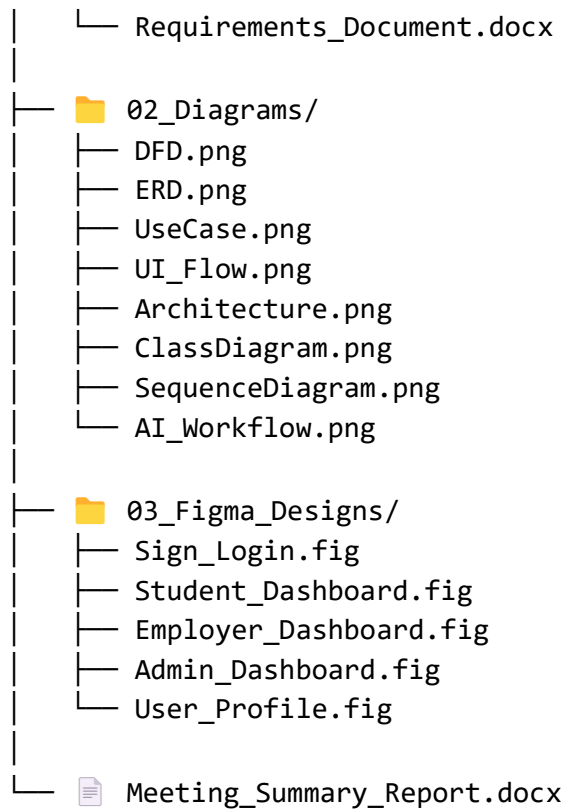
AI-Skill-Mentor-Documentation/

|

| —  README.md → Project summary + team info

| —  01\_Description\_Requirements/

| | — Software\_Description.docx



## Step 2 – Final Submission

Before **Oct 30**, ensure:

- All diagrams and documents are reviewed and named properly.
- The **README.md** includes:
  - Project Title
  - Short description
  - Team members & roles
  - Tools used
  - Folder structure