



Minutes of Meeting

PREPARED FOR

Software Engineering (CS 301)

PREPARED BY

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Kenneth Prabakaran (U101116FCS275)

Sachin Kumar (U101116FCS105)

Meeting 1

Meeting Timing:

August 14, 2018 at 3:30 PM

Meeting Duration:

20-25 Minutes

Meeting Agenda:

Seeking permission for the development of project.

Attendees:

Retd. Maj. Gen. A. K. Singh

Rishabh Shah

Sachin Kumar

Meeting Discussion:

In the meeting, we proposed our idea of the Hostel Tour app. We discussed the advantages and disadvantages of the app.

Meeting Conclusion:

We got the permission to turn our idea into a well developed app. Our client was very satisfied with the idea and he asked for the detailed formal proposal along with requirements that we would ask from the university.

The screenshot shows a Gmail interface. On the left is a sidebar with navigation links: Compose, Inbox (262), Starred, Snoozed, Sent, Drafts (34), and More. Below these are contact avatars for Sachin K and Office Student Affairs. The main area displays two email threads.

Email From	Date & Time	Subject / Content Preview
Sachin Kumar <sachin.16.kumar@st.nituniversity.in>	Fri, Aug 10, 3:00 PM	To Office Respected Sir, With due respect, I beg to say that I am a student of B Tech IIIrd Year. I and one of my friend are planning a project which is related to the university. So we need some permission for that project. So I want to meet you regarding that. Please provide appropriate timings so that we can discuss. Thanking You Yours Obediently
Office Student Affairs <Office.Student.Affairs@nituniversity.in>	Mon, Aug 13, 10:43 AM	to me Please mention what type of project you are planning to do. From: Sachin Kumar <sachin_16_kumar@st.nituniversity.in> Sent: 10 August 2018 15:01 To: Office Student Affairs <Office.Student.Affairs@nituniversity.in> Subject: Project Permission

Gmail

Compose

Inbox 262

Starred

Snoozed

Sent

Drafts 34

More

Sachin +

No recent chats

Start a new one

Office Student Affairs <Office.Student.Affairs@nitituniversity.in>

to me

Mon, Aug 13, 10:43 AM

Please mention what type of project you are planning to do.

From: Sachin Kumar <sachin.16.kumar@st.nitituniversity.in>

Sent: 10 August 2018 15:01

To: Office Student Affairs <Office.Student.Affairs@nitituniversity.in>

Subject: Project Permission

Visit us at: <http://www.nitituniversity.in>

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Disclaimear

Gmail

Compose

Inbox 262

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Disclaimear

Sachin Kumar <sachin.16.kumar@st.nitituniversity.in>

to Office

Mon, Aug 13, 10:46 AM

Respected sir,

We are planning to make a mobile app which will show you the layout of your hostel rooms and available facilities present in its proximity. It will be good if we can discuss this face to face because that way it'll be easier for me to explain.

Thanks

Yours sincerely

Reply

Forward

Meeting 2

Meeting Timing:

October 9, 2018 at 3:30 PM

Meeting Duration:

15 Minutes

Meeting Agenda:

Discussing the requirements and formal proposal in detail with the client.

Attendees:

Retd. Maj. Gen. A. K. Singh

Rishabh Shah

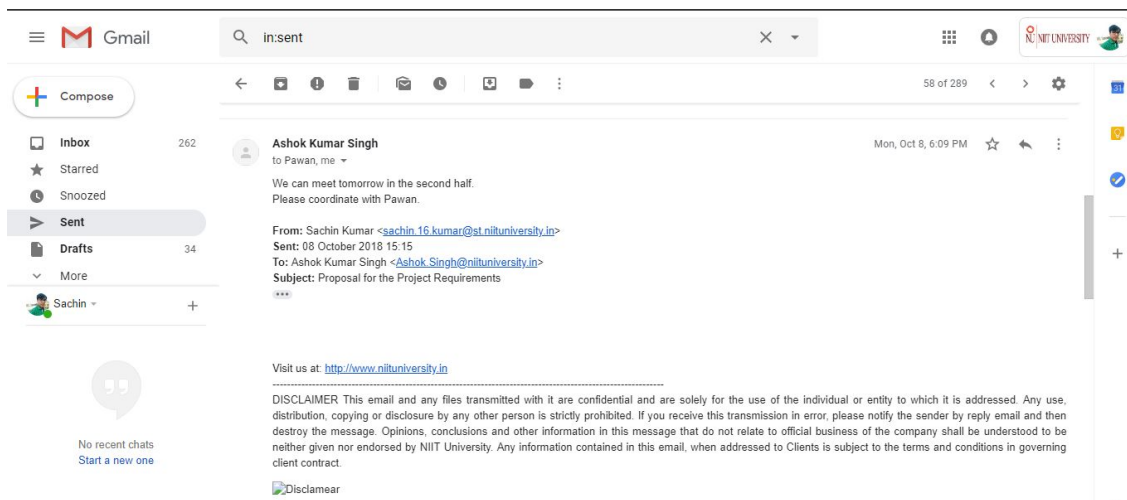
Sachin Kumar

Meeting Discussion:

In our second meeting with the client, we discussed about the requirements that we seek from university. We discussed about the hostel floor plan and how we proceed with the 3D model of the hostels. We discussed the proposal and cleared clients doubts regarding the product.

Meeting Conclusion:

For the hostel floor plan and architect related queries, we were asked to meet Mr. Sashikant Saini. Mr. Saini handles all the hostel designing and architecture related queries.



Meeting 3

Meeting Timing:

October 9, 2018 at 4:15 PM

Meeting Duration:

45-50 Minutes

Meeting Agenda:

To get the 2D CAD model.

Attendees:

Mr. Sashikant Saini

Rishabh Shah

Sachin Kumar

Meeting Discussion:

This meeting was appointed by our client Retd. Maj. Gen. A. K. Singh. In this meeting we met Mr. Sashkant Saini and discussed about the rooms and its floor plan. He gave us the 2D CAD files related to UG2 hostel and helped us with the proper references that has to be taken care of.

Meeting Conclusion:

We got the proper floor plan of the hostel rooms and interiors. He provided us all the CAD files related to UG 2 hostel. We got the 2D floor plan CAD files which contain dimension and 2D structure of UG2 hostel.

Meeting 4

Meeting Timing:

October 10, 2018 at 5:45 PM

Meeting Duration:

25-30 Mins

Meeting Agenda:

Our client Mr. Akhlesh Agarwal wanted to discuss the idea of the project and want each and every details related to it.

Attendees:

Mr. Akhlesh Agarwal

Sachin Kumar

Meeting Discussion:

In this meeting, Mr. Akhlesh Agarwal wanted to know briefly about our idea of the project. He firstly asked about the basic idea of the app and then asked about the way we will be executing it. He had doubts regarding the availability of 2D and 3D models.

Meeting Conclusion:

Sachin pitched the idea to Mr. Agarwal and cleared all his doubts. But then due to lack of time, he scheduled another meeting with the whole team in the evening after dinner where he was going to discuss some developer related issues.

Meeting 5

Meeting Timing:

October 10, 2018 at 9:45 PM

Meeting Duration:

35-40 Minutes

Meeting Agenda:

Mr. Agarwal had wanted to know about some development related issues.

Attendees:

Mr. Akhlesh Agarwal

Rishabh Shah

Kenneth Prabakaran

Sachin Kumar

Meeting Discussion:

We had already discussed our idea with Mr. Akhlesh Agarwal. But he wanted to know about our strategies during execution of project. He asked about the development environment, APIs and softwares that we would be using during the development phase. He also asked about the ERP API that we would be needing during version 2 of the app development. He asked about the hostel modelling and designing process. He asked us about the problems we were facing or we would face in near future.

Meeting Conclusion:

Mr. Akhlesh Agarwal seemed very satisfied about our idea and its execution strategies. We cleared all his doubts related to modelling and coding/developing. In the end, he wished us good luck for the project.

Meeting 6

Meeting Timing:

September 15, 2018 at 10:15 PM

Meeting Duration:

1-1.5 Hrs.

Meeting Agenda:

To get advice from university students regarding the project.

Attendees:

Some students of university

Rishabh Shah

Kenneth Prabakaran

Sachin Kumar

Meeting Discussion:

We discussed the type of to use in the project. The students with which we discussed gave their problems and we mended our application to solve their problems. The students advised us to low-poly models and asked for a small 3D map for proper navigation. We discussed which backend services to use and helpful development environments because there are lot of developing softwares are available.

Meeting Conclusion:

In the end we decided to use low poly model with basic detailing and add some more functionality in the later versions of the application.