

## **Minutes of Meeting:**

### **Meeting 4**

**Date and Time** – 2<sup>nd</sup> October, 2021 8:20 AM – 11:30 AM CST

### **Attendees**

1. Sathwik Gaddi
2. Tanvi Thirunathan
3. Venkata Rajashekar Reddy Chintala
4. Raja Srinivas Nelluri
5. Sri Snigdha kotharu
6. Putta Ramya Priya
7. Satish Thammaneni
8. Sai Karthik koncherlakota

### **Meeting Agenda** – SRS Review Guidelines

#### **Things discussed:**

1. We have discussed the partner group “SOUL-CYNICS “project report (Deliverable2 – Requirement specification) within our group.
2. Each of the team members have taken up certain part of the SRS review guideline and have reviewed the report once again with assigned respective module to write down the feedback points encountered.
3. After the written feedback, we have discussed the feedback points with our team to ensure if the suggestions are valid enough or should any additional points to be considered or exempted.
4. Once the review report is finalized, we have put forth our observations to the partner group and have received feedback for the same on our Project SRS report.
5. The following items were confirmed by the Partner team
  - a. Requirements are thoroughly understood by them.
  - b. Functionalities are concisely defined and have confirmed that all the system needs are mentioned appropriately.
  - c. Have confirmed that each of the feature has no duplications and is defined uniquely.
  - d. The use case diagrams and tables needed at specific modules are drawn precisely.
  - e. The modules where the requirements are not yet discussed such as UI design sample screens are placed under “To be Determined” section to make sure they are captured once the phase 1 of the project development starts.
  - f. Overall, their feedback says that our project report (Deliverable2 – Requirement specification) is detailed aptly and is up to the point required for the initial stage of the project development.
6. Confirming, there are no points that reflect change in the program or requirements. Hence, the feedback states that our project is in good shape so far.