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| **meeting no: 01** | |
| **Meeting title** | individual roles, schedule of meeting, meeting time, user story, methodology |
| **Meeting date and time** | 06/02/2018, 3:00 pm |
| **Meeting location** | Daffodil Int. Academy |
| **Objectives** | Allocating different role, regular meeting times, methodology to be used and user story discuss |
| **Participants** | Asmaul Hossain Nissan, Hawa Akter, Ehasan Sabbir, Tanvir Chowdhury Rezba, Mehfuz Ahmed Limon |
| **Meeting outcome** | Regular meeting time, role of each members, user story and methodology to be used are fixed |

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| **meeting no: 02** | |
| **Meeting title** | Data analysis |
| **Meeting date and time** | 08/02/2018, 4:00 pm |
| **Meeting location** | Daffodil Int. Academy |
| **Objectives** | Detail discussion on data analysis |
| **Participants** | Asmaul Hossain Nissan, Hawa Akter, Ehasan Sabbir, Tanvir Chowdhury Rezba |
| **Meeting outcome** | Proper discussion on data analysis on particular tasks has been done and understood |

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| **meeting no: 03** | |
| **Meeting title** | Product backlog, priority task list |
| **Meeting date and time** | 12/02/2018, 2:00 pm |
| **Meeting location** | Daffodil Int. Academy |
| **Objectives** | Task priority list creation and product backlog finalization |
| **Participants** | Asmaul Hossain Nissan, Hawa Akter, Ehasan Sabbir, Tanvir Chowdhury Rezba, Mehfuz Ahmed Limon |
| **Meeting outcome** | Product backlog finalized and list of priority tasks are made |

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| **meeting no: 04** | |
| **Meeting title** | Database and diagrams |
| **Meeting date and time** | 16/02/2018, 3:00 pm |
| **Meeting location** | Daffodil Int. Academy |
| **Objectives** | Discussion on database with sketch of ERD and class diagram and functionality |
| **participants** | Asmaul Hossain Nissan, Ehasan Sabbir, Mehfuz Ahmed Limon |
| **Meeting outcome** | Class diagram diagram sketch finalized with review from members and slight discussion on ERD diagram |

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| **meeting no: 05** | |
| **Meeting title** | Database and ERD diagram |
| **Meeting date and time** | 17/02/2018, 3:00 pm |
| **Meeting location** | Daffodil Int. Academy |
| **Objectives** | Finalizing the detail ERD diagram and discussion on database |
| **participants** | Asmaul Hossain Nissan, Hawa Akter, Ehasan Sabbir, Tanvir Chowdhury Rezba, Mehfuz Ahmed Limon |
| **Meeting outcome** | ERD diagram finalized properly and database scheme discussed |

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| **meeting no: 06** | |
| **Meeting title** | Design artifact, sprint backlog, coding, database |
| **Meeting date and time** | 25/02/2018, 5:00 pm |
| **Meeting location** | Daffodil Int. Academy |
| **Objectives** | Finalizing database, produce design artifacts for model and sprint backlog work and code to be used |
| **participants** | Asmaul Hossain Nissan, Hawa Akter, Ehasan Sabbir, Mehfuz Ahmed Limon |
| **Meeting outcome** | Design artifact and sprint backlog started with finalized database and coding to be used was finalized |

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| **meeting no: 07** | |
| **Meeting title** | Design and platform |
| **Meeting date and time** | 27/02/2018, 2:00 pm |
| **Meeting location** | Daffodil Int. Academy |
| **Objectives** | Finalizing design and platform to be used |
| **participants** | Asmaul Hossain Nissan, Ehasan Sabbir, Mehfuz Ahmed Limon,  Tanvir Chowdhury Rezba |
| **Meeting outcome** | Total design of the system finalized and platform to be used discussed. |

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| **meeting no: 08** | |
| **Meeting title** | Progress rate of the project, agile process |
| **Meeting date and time** | 02/03/2018, 2:00 pm |
| **Meeting location** | Daffodil Int. Academy |
| **Objectives** | Review on the progression of the project and checking agile procedure |
| **participants** | Asmaul Hossain Nissan, Ehasan Sabbir, Mehfuz Ahmed Limon,  Tanvir Chowdhury Rezba, Hawa Akter |
| **Meeting outcome** | Brief discussion on the progression of the project and whether agile framework is been used. |

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| **meeting no: 09** | |
| **Meeting title** | Code and bugs |
| **Meeting date and time** | 07/03/2018, 12:30 pm |
| **Meeting location** | Daffodil Int. Academy |
| **Objectives** | Review code, fix bugs and ways to overcome |
| **participants** | Asmaul Hossain Nissan, Mehfuz Ahmed Limon,  Tanvir Chowdhury Rezba, Hawa Akter |
| **Meeting outcome** | Solution against bugs provided and future issues on code discussed and code have been reviewed with problems sorted out and evaluated |

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| **meeting no: 10** | |
| **Meeting title** | Design, testing and coding issue |
| **Meeting date and time** | 17/03/2018, 12:30 pm |
| **Meeting location** | Daffodil Int. Academy |
| **Objectives** | Checking on design, user interface (front-end experience) and color combination used, testing the system and further coding problems |
| **participants** | Asmaul Hossain Nissan, Ehasan Sabbir  Tanvir Chowdhury Rezba, Hawa Akter |
| **Meeting outcome** | Solution against bugs provided and future issues on code discussed and code have been reviewed with problems sorted out and evaluated |

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| **meeting no: 11** | |
| **Meeting title** | Design, testing and coding issue |
| **Meeting date and time** | 17/03/2018, 12:30 pm |
| **Meeting location** | Daffodil Int. Academy |
| **Objectives** | Checking on design, user interface (front-end experience) and color combination used, testing the system and further coding problems |
| **participants** | Asmaul Hossain Nissan, Ehasan Sabbir  Tanvir Chowdhury Rezba, Hawa Akter |
| **Meeting outcome** | Testing has been done on the system for checking the working principles and solutions for bugs on the code provided with front-end user experience. |

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| **meeting no: 12** | |
| **Meeting title** | Interface design, fixing bugs |
| **Meeting date and time** | 21/03/2018, 12:30 pm |
| **Meeting location** | Daffodil Int. Academy |
| **Objectives** | Solve problems on interface and provide solution for bugs on major functionalities |
| **participants** | Asmaul Hossain Nissan, Ehasan Sabbir , Mehfuz Ahmed Limon |
| **Meeting outcome** | Further solution on the interface provided so UI improved and solutions for bugs provided and further issues on coding emerged |

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| **meeting no: 13** | |
| **Meeting title** | Review on the work progress |
| **Meeting date and time** | 28/03/2018, 02:30 pm |
| **Meeting location** | Daffodil Int. Academy |
| **Objectives** | Detail discussion on the overall work progress, pros and cons of the system and achievements |
| **participants** | Asmaul Hossain Nissan, Ehasan Sabbir , Mehfuz Ahmed Limon  Hawa Akter, Tanvir Chowdhury Rezba |
| **Meeting outcome** | Total evaluation of the system and limitation and achievements of the system and team discovered |

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| **meeting no: 14** | |
| **Meeting title** | Additional features and functionality and agile documentation discussion |
| **Meeting date and time** | 1/04/2018, 4:00 pm |
| **Meeting location** | Daffodil Int. Academy |
| **Objectives** | Provide few additional instruction, statements, pagination etc. and discussion on whether product and sprint backlog are being followed according to agile methodology |
| **participants** | Asmaul Hossain Nissan, Ehasan Sabbir , Mehfuz Ahmed Limon  Hawa Akter, Tanvir Chowdhury Rezba |
| **Meeting outcome** | Additional features made clear to all team members and agile process are being followed properly with the system development. |

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| **meeting no: 15** | |
| **Meeting title** | System optimization and last meeting discussion |
| **Meeting date and time** | 5/04/2018, 4:00 pm |
| **Meeting location** | Daffodil Int. Academy |
| **Objectives** | Full review of the system and checking proper functionality, fixing minor problems, checking documentation, |
| **participants** | Asmaul Hossain Nissan, Ehasan Sabbir , Mehfuz Ahmed Limon  Hawa Akter, Tanvir Chowdhury Rezba |
| **Meeting outcome** | Final and fully review of the system with zero error |