

Meeting #	Date	Focus	Participants	Key Takeaways
1	2/19	Project Kickoff	Omar, Ubadah, Tabarak, and Shay	<ul style="list-style-type: none"> - discussed the given project description and identified several issues in the informal project description, including incompleteness and ambiguity - resolved these issues by conducting further analysis to clarify both the domain description and the system description - defined the project scope more clearly, by focusing on creating a smartphone app that utilizes sensors and audio cues to guide visually impaired individuals through indoor spaces
2	2/28	Requirements Elicitation	Omar, Ubadah, Tabarak, and Shay	<ul style="list-style-type: none"> - delved into gathering functional and non-functional requirements in addition to the ones listed - encountered issues such as inconsistency and redundancy in the

				<p>requirements identified</p> <ul style="list-style-type: none"> - Planned a follow-up meeting to resolve the specified issues and finalize the requirements for our app
3	3/5	Requirements Consolidation and Prioritization	Omar, Ubadah, Tabarak, and Shay	<ul style="list-style-type: none"> - discussed how to resolve inconsistencies and redundancies in the requirements to ensure a streamlined and effective development process - focused on consolidating and prioritizing the elicited requirements for the smartphone app - established traceability between the requirements and the project goals to ensure alignment throughout the development process
4	3/11	System Design	Omar, Ubadah, Tabarak, and Shay	<ul style="list-style-type: none"> - discussed the mockup prototype for the smartphone app by reviewing the design elements, including the user

				<p>interface, navigation features, and accessibility options</p> <ul style="list-style-type: none"> - ensured that the prototype was user-friendly and intuitive for blind users, incorporating feedback from usability testing sessions - focused on user-centered design principles to create a seamless and effective solution for indoor navigation
5	3/14	WRS Documentation and User Manual	Omar, Ubadah, Tabarak, and Shay	<ul style="list-style-type: none"> - addressed the need for a preliminary user manual for the app by discussing the importance of providing clear instructions and guidelines for users with visual impairments - emphasized the use of simple language, tactile cues, and audio instructions in the manual to enhance accessibility - outlined the documentation requirements for the WRS to ensure

				an accurate representation and analysis of our app
6	3/18	Questionnaire Development	Omar, Ubadah, Tabarak, and Shay	<ul style="list-style-type: none"> - discussed the creation of a questionnaire to gather feedback and insights from potential users of the smart home app - identified the need to understand the specific challenges faced by visually impaired individuals when navigating indoors and how technology could assist them effectively - outlined key points for the questionnaire which include demographic information, navigation challenges, technology preferences, and user experience