

Team 9 Module- Enterprise Pro

Meeting one

Date: 18/02/2024

Start Time: 13:00pm

Location: Online Teams Meeting

Meeting time spent: 20 Minutes.

Attendees

1. Hassan Farooq,
2. Zubair Sharif
3. Suhayb Ahmed
4. Mohammad Khalifa,
5. Csenger Bari,
6. Hassan Mehmood
7. Mohammad Usman Gul

Absent Participants

N/A

Discussion

- Our first meeting went well.
- All the participants were present.
- We produced ideas as a group and assigned a task for each member.
- Team Leader Usman split the large group into 4 smaller groups they will be working in pairs of two.

Agreed actions:

- Usman and Hassan will be doing the requirements specification.
- Suhayb and Zubair will be doing the database.
- Jason and Mohammad Khalifa will be doing the design document.
- Hassan Mehmood will be doing the Meeting for Minutes.

Next Meeting Date time and place Saturday 24/02/2024 in Bradford JB Priestly Library at 16:00pm

Meeting two

Date: 24/02/2024

Start Time: 16:00pm

Location: Bradford JB Priestley Library

Meeting time spent: 40 Minutes.

Attendees

1. Hassan Farooq,
2. Zubair Sharif
3. Suhayb Ahmed
4. Mohammad Khalifa,
1. Csenger Bari,
2. Hassan Mehmood
3. Mohammad Usman Gul

Absent Participants

N/A

Progress from last meeting

- Suhayb and Zubair made a good start on the database.

Discussion

- We looked over the tasks that we reallocated to each member last week.
- Because we discovered we do not need separate documents for design and data, we had to re-allocate tasks to complete the requirements specifications.
- Therefore, Jason and Mohammed Khalifa will also be taking part in the requirements specification document.
- We signed the NDA.

Agreed actions:

- Usman, Hassan Farooq, Jason and Mohammed Khalifa will be working on the requirements specification document. tasks which have been allocated to each as follows:
- Usman will be working on the introduction and the work plan.
- Hassan Farooq will be working on the Functional Requirement and the UML use case diagram.
- Jason will be working on the design of the interface.
- Mohammed Khalifa will be working on the Team rationale, team expertise, rationale on project choice.
- Zubair and Suhayb will be working on the database.
- Hassan Mehmood will be doing the meeting minutes.

Meeting three

Date: 28/02/2024

Start Time: 13:00 pm

Location: Atrium Building

Meeting time spent: 1 Hour.

Attendees

- Hassan Farooq,
- Zubair Sharif
- Suhayb Ahmed
- Mohammad Khalifa,
- Csenger Bari,
- Hassan Mehmood
- Mohammad Usman Gul

Absent Participants

N/A

Progress from previous week:

- Introduction and work plan complete
- Database partially completed awaiting feedback from client.
- Functional requirements partially completed and awaiting feedback from client.
- Non-functional completed.

Discussion

- In this meeting we sent our requirements document to the client to await feedback.
- Now Suhayb and Zubair are working on the explanation of the normalization process of the database and defining the nature of the relationships (one to many, many to one).
- Hassan Farooq has partially completed the functional requirements and is waiting for feedback.
- Jason has completed the full design of the interface.

Agreed actions:

- Usman is going to put the requirements document in one document and is going to email it to the client to receive feedback.
- Zubair and Suhayb will be working on the explanation of the normalization process of the database.
- Jason will be completing the interface section and description in the requirements documentation. [OOB]
- Hassan Mehmood will be doing the meeting for minutes.
- Khalifa will be doing the UML class diagram.

Meeting four

Date: Saturday 09/03/2024

Start Time: 12:30pm

Location: Atrium building

Meeting time spent: 45 Minutes.

Attendees

- Hassan Farooq,
- Zubair Sharif
- Suhayb Ahmed
- Mohammad Khalifa,
- Csenger Bari,
- Hassan Mehmood
- Mohammad Usman Gul

Absent Participants

N/A

Discussion

- We sent the clients the requirements document from last week and We got the List of improvements from our client Omar from Rakusens, and our deadline is on Friday 15th March 2024 by 16:00pm.
- The client clarified which requirements are of core and which are less necessary. The Gantt chart has been updated so far. The team is working well.

Agreed Actions:

- Zubair is doing the updated version of the database design document due to feedback from the client.
- Hassan Farooq modifies the functional requirements based on the feedback given by client; Usman helped.
- Suhayb is adjusting the database structure due to feedback from the client and is working on the code for the prototype.
- Usman is working on the Gantt chart.
- Jason is going to start implementing the prototype.
- Finally, Mohammad Khalifa will be doing the risk assessment for Next Week for Meeting 5.

Meeting five

Date: 11/03/2024

Start Time: 18:00pm

Location: Bradford JB priestly Library

Meeting time spent: 1 hour.

Attendees

- Hassan Farooq,
- Zubair Sharif
- Suhayb Ahmed
- Mohammad Khalifa,
- Csenger Bari,
- Hassan Mehmood
- Mohammad Usman Gul

Absent Participants

N/A

Discussion

- We discussed the final things we need to do before submission, and we plan to submit on Wednesday 13th March. We made sure the UML use case and class diagram align with the prototype.

Agreed actions:

- To submit part A of the coursework by Wednesday.
- Proofread over the requirements document.
- Upload necessary documents onto GitHub.