**CITS5206 Professional Computing- Meeting Agenda**

**Date: 05/08/2021**

**Time: 11:00-11:30**

**Location:** Online

**Meeting Leader: Nara Eam**

**Meeting Minutes: Ethan Chen**

**Goal:** Understand the requirement of project

**Main Topics: Requirement for unit budget project**

1. **TOPIC 2 – Questions about requirements on the project**

**Purpose: clarify requirement about project**

**Duration: 30mins**

**Details:**

1. Can you walk us through the current process of unit budget planner?
2. What is the prioritise of the requirements among all of them?
3. Who will be the one using the software?
4. What is the expected final deliverable (i.e. software/web application)?
5. What additional information are required in the summary report?
6. Do we have any data that must be manually provided by client (When generating final report, these data must be fill by yourself)?
7. What are the total number of different type sessions? Can you provide a list of sessions for us?
8. For one unit, is there any budget information that is only available for users who have certain permissions? How many role types would there be (viewer, admin)?
9. Should the various parts of the table (instructions, assessment, unit structure, resourcing, non-salary costs) appear on the same page or should they be distributed in several different tabs
10. Does each user need to create a new account for the system? Or is it better to sign on through single sign-on (Pheme)?