Team Meeting Minutes

Date:10th March Monday
Time Duration: 2 hours

Attendees:
Humairah Ali
Zainah Mahmood
Aliya Iqbal
Yasmeen Abdulkareem
Shuaib Syed Shah
Bilal Shahid
Azeem Hussain
Adam Hamza khan

Meeting Details:
The team conducted its first meeting to review project deliverables, task distribution, and deadlines. The course requirements were examined, and a plan was developed for testing documentation and a GitHub repository. All members were present, and positions were assigned accordingly.

Agenda:
The agenda focused on understanding the expectations of the assignment and dividing responsibilities. Each member was assigned a primary task, including documentation, coding, testing, and repository management.

Task Allocation:

- Aliya Iqbal Zainah Mahmood Bilal shahid Yasmeen Abdulkarim: Documentation lead.
- Adam khan Azeem Hussain: GitHub repository setup.
- Everyone: Code implementation.
- Humairah ail Shuaib shah Azeem Hussain: Initial testing preparation.
- Zainah Mahmood Aliya Iqbal Coordination and meeting notes.

Individual Progress:

- Aliya Iqbal Zainah Mahmood Bilal shahid Adam khan: created the initial project documentation framework.
- Adam khan Azeem Hussain: the GitHub repository and shared access.
- Shuaib Shah Yasmeen Abdulkarim Zainah Mahmood: began outlining the coding structure.

- Bilal shahid Adam khan started reviewing testing methodologies.
- Zainah documented the meeting minutes and action items.

Next Meeting:
The next meeting we plan to discuss testing requirements and initial test case development.

Date:17thMarch Monday
Time Duration: 2 hours

Attendees:
Humairah Ali
Zainah Mahmood
Aliya Iqbal
Yasmeen Abdulkareem
Shuaib Syed Shah
Bilal Shahid
Azeem Hussain
Adam Hamza khan

Meeting Details:
The team reviewed the requirements for the testing documentation and discussed the approach to acceptance and unit testing as per the lecture guidelines. Each member of the team was given specific test cases to develop, ensuring that functional and non-functional requirements were adequately covered.

Agenda:
The focus of the meeting was to review the structure of the testing documentation, ensuring alignment with coursework expectations. The team discussed the differences between acceptance and unit testing, and how these should be implemented within the project. Specific members were assigned to test case development.

Task Allocation:

- Aliya Iqbal Hurairah ail Zainah Mahmood Shuaib shah Documentation formatting and test case reporting.
- Zainah Mahmood ali Humairah ali Yasmeen Abdulkarim Unit testing implementation.

- Adam khan aliya Iqbal Azeem Hussain: Acceptance test development.
- Bilal shahid Azeem Hussain: Reviewing consistency and refining tests.

Individual Progress:

- Aliya Iqbal:. Refined the documentation template for test cases.
- Shuaib shah humairah ali implemented preliminary unit tests.
- Yasmeen Abdul Kareem Adam khan developed initial acceptance tests.
- Zainah Mahmood Bilal shahid reviewed the test documentation for completeness.

Next Meeting:
In the next session, team members will present their test cases, review them together, and make necessary refinements based on feedback.

Date: 19th March Wednesday

Time Duration: 2 hours

Attendees:
Humairah Ali
Zainah Mahmood
Aliya Iqbal
Yasmeen Abdulkareem
Shuaib Syed Shah
Bilal Shahid
Azeem Hussain
Adam Hamza khan

Meeting Details:
Team members presented their initial test cases and walked through their implementations. Common issues were identified, and refinements were discussed.

Agenda:

- Presentation of test cases.

- Identifying missing test scenarios.
- Making adjustments based on feedback.

<u>Task Allocation:</u>

- Shuaib shah Bilal shahid Azeem Hussain :Updating acceptance tests.
- Zainah Mahmood aliya Iqbal : Documenting modifications.
- Humairah ali Yasmeen Abdulkarim Zainah Mahmood: Debugging and improving test logic.
- Aliya Iqbal Zainah Mahmood: Quality assurance on test documentation.

<u>Individual Progress:</u>

- Adam khan aliya Iqbal .refined acceptance test cases.
- Bilal shahid Azeem Hussain Yasmeen Abdulkarim made necessary documentation modifications.
- Zainah Mahmood aliya Iqbal Adam khan debugged issues found in test cases.
- Shuaib shah aliya Iqbal humairah ali ensured that the test cases followed the standard guidelines.

<u>Next Meeting:</u>
Review finalized test cases and begin integration with the codebase.

Date: 20th March Thursday

Time Duration: 2 hours

<u>Attendees:</u>
Humairah Ali
Zainah Mahmood
Aliya Iqbal
Yasmeen Abdulkareem
Shuaib Syed Shah
Bilal Shahid
Azeem Hussain
Adam Hamza khan

Meeting Details:
Team reviewed final test cases and initiated integration. Debugging of failed test cases was conducted.

Agenda:

- Reviewing all test cases.
- Identifying areas where tests fail.
- Fixing errors and inconsistencies.

Task Allocation:

- Yasmeen Abdulkarim Shuaib shah Bilal Shahid Fixing identified test failures.
- Humairah ali : Verifying functionality after fixes.
- Aliya Iqbal Zainah Mahmood: Ensuring documentation is up to date.
- Azeem Hussain Adam khan : Conducting a final test review.

Individual Progress:

- Zainah Mahmood Shuaib shah corrected issues in test cases.
- Adam khan Yasmeen abdulkareem confirmed fixes and functionality.
- Azeem hussain humairah ali updated documentation with new test results.
- Bilal shahid aliya iqbal performed a final review of the test documents.

Next Meeting:
Begin finalizing documentation and reviewing coding standards.

Date: 24th March Monday

Time Duration: 2 hours

Attendees:
Humairah Ali
Zainah Mahmood
Aliya Iqbal
Yasmeen Abdulkareem
Shuaib Syed Shah
Bilal Shahid
Azeem Hussain
Adam Hamza khan

Meeting Details:
The focus was on assessing progress in developing test cases and conducting code inspections. Static web pages were reviewed.

Agenda:

- Reviewing test cases.
- Conducting initial code inspections.

Task Allocation:

- Zainah Mahmood aliya Iqbal Adam khan Leading code inspections.
- Bilal shahid Shuaib shah: Refining test documentation.
- Yasmeen Abdul kareem Azeem hussain: Reviewing static web pages.
- Humairah ali Zainah Mahmood : Fixing identified issues.

Individual Progress:

- Yasmeen Abdulkarim Adam khan Azeem Hussain completed the initial review of code.
- Bilal shahid Aliya Iqbal Shuaib shah improved documentation clarity.
- Humairah ali Zainah Mahmood reviewed and suggested improvements to static pages.
- Zainah mahmood Yasmeen abdulakareem resolved identified coding issues.

Next Meeting:
Finalizing the testing documentation and preparing the project for submission.

Date: 27th March Thursday

Time Duration: 2 hours

Attendees:
Humairah Ali
Zainah Mahmood
Aliya Iqbal
Yasmeen Abdulkareem
Shuaib Syed Shah

Bilal Shahid
Azeem Hussain
Adam Hamza khan

Meeting Details:
The final meeting focused on reviewing and completing all documentation and ensuring the project meets all submission requirements.

Agenda:

- Finalizing test documentation.
- Conducting a last review of the repository.
- Preparing the project for submission.

Task Allocation:

- Aliya Iqbal humairah ali Proofreading all documentation.
- Azeem Hussain Zainah Mahmood Checking final repository structure.
- Shuaib shah Yasmeen Abdulkarim : Running final test cases.
- Aliya Iqbal Bilal shahid Azeem Hussain: Verifying overall quality and completeness.

Final Steps:
All files will be submitted before the deadline, ensuring compliance with course requirements.