Minutes of Meeting (SRS Review - Version 0.9)

Date : 28.03.2017

Issues raised by reviewer

Refer to SRS Version 0.9 uploaded on Team wiki, for section no reference -
http://23.236.147.19/wiki/images/f/f5/Quarks.SRS.pdf

1. **Issue :** 2.1 NGO Functional Requirement ; "Manages list of items that can be downloaded" (edited)

Suggestion from reviewer : Addition of Manage Profile use case for NGO

2. **Issue :** 2.2.4 Donor can see pledged details- what details? (edited)

Suggestion from reviewer : Describe in subpoints what details the donor sees

3. **Issue :** 2.3.1 View Collection Assignment : No mention of route suggestion (edited)

Confusion over the use of google maps for navigation

Suggestion from reviewer : Developers confirm what will be used, same to be included in SRS.

4. **Issue :** 2.3.2 Update Collection : Collection unit reaches address, collects items - out of system (edited)

Suggestion from reviewer : Remove them from functional requirement and use case description

5. **Issue :** Interface "Pledge Donation": Item Name is a text field (edited)

Suggestion from reviewer : It should be a dropdown, based on NGOs input

6. **Issue :** Interface : "Manage Donation" : Item Name is a dropdown ?

Suggestion from reviewer (and inputs from team) : It will be a text box for NGO to be able to set any item on list

Minutes of Meeting

Date	March 30,2017
Time	14:00 - 16:00
Venue	IEM
Purpose	SRS Review, Distribution of Work for Next Week
Facilitator	Prof. Ee-Kian Wong
Note-Taker	Bhaskar Tejaswi,Debanjana Kar, Ashish Kumar Sarkar
Attendees	Anudeep Ghosh, Ashish Kumar Sarkar, Bhaskar Tejaswi, Debanjana Kar, Harshit Kandhway, Pooja Ganguly

	Discussion and Decision	Action By (Person Responsible/Deadline)
1.	SRS review Minor Corrections: • Modification of Statements • Updation of Glossary.	Modification of Statements • Bhaskar Tejaswi • April 2,2017 Updation of Glossary • Pooja Ganguly • April 2,2017 Updation of Team Wiki with final UseCaseDescription and SRS • Ashish Kumar Sarkar • April 3,2017
2.	Work Breakdown Structure(WBS)	Ashish Kumar Sarkar April 3,2017
3.	CMMI Planning	Bhaskar Tejaswi & Pooja Ganguly April 4,2017
4.	Control Diagram	Harshit Kandhway & Debanjana Kar April 3,2017
5.	Sequence Diagram	Anudeep Ghosh April 3,2017

Minutes of Meeting

Date	06.04.2017
Time	14:00 - 16:00
Venue	IEM
Purpose	Design Document Review, Project Plan Review, Distribution of Work for Next Week
Facilitator	Prof. Ee-Kian Wong
Note-Taker	Bhaskar Tejaswi, Debanjana Kar, Ashish Kumar Sarkar
Attendees	Anudeep Ghosh, Ashish Kumar Sarkar, Bhaskar Tejaswi, Debanjana Kar, Harshit Kandhway, Pooja Ganguly

	Discussion and Decision	Action By (Person Responsible/Deadline)
1.	Review of action items from the last meeting Some modifications in SRS, glossary update. Team wiki page updated.	All the members present
2.	QA Plan – CMMI Compliance	Pooja Ganguly, Bhaskar Tejaswi (09.04.17)
3.	Project Plan – Add indentation, adjust schedule to reduce stress.	Ashish Kumar Sarkar (10.04.17)
4.	ER Diagram	Anudeep (10.04.17)
5.	Class Diagram	Harshit Kandhway (09.04.17)
6.	Sequence Diagrams – Make sequence diagrams using the same Class Diagram.	Anudeep Ghosh, Harshit Kandhway, Debanjana Kar (10.04.17)

Minutes of Meeting

Date	11.04.2017
Time	10:00 – 12:00
Venue	IEM
Purpose	QA Plan Review
Facilitator	Prof. Ee-Kian Wong
Note-Taker	Bhaskar Tejaswi, Debanjana Kar
Attendees	Anudeep Ghosh, Ashish Kumar Sarkar, Bhaskar Tejaswi, Debanjana Kar, Harshit Kandhway, Pooja Ganguly

	Discussion and Decision	Action By (Person Responsible/Deadline)
1.	Review of action items from the last meeting Project Plan, Design Document completed.	All the members present.
2.	QA Plan Approved. Begin Test Case Design	Bhaskar Tejaswi, Pooja Ganguly.(15.04.2017)
3.	Design Document Approved. Application Development to begin.	Development Tea m(Next Status Check on 20.04.2017)

Minutes of Meeting

Date	20.04.2017
Time	14:00 – 16:00
Venue	IEM
Purpose	Test Case Review
Facilitator	Prof. Ee-Kian Wong
Note-Taker	Bhaskar Tejaswi, Debanjana Kar
Attendees	Anudeep Ghosh, Ashish Kumar Sarkar, Bhaskar Tejaswi, Debanjana Kar, Harshit Kandhway, Pooja Ganguly

	Discussion and Decision	Action By (Person Responsible/Deadline)
1.	Review of action items from the last meeting, tracking status with the proposed project plan.	All the members present.
2.	Test Case Design Review: Give specific inputs in the test cases.	Bhaskar Tejaswi, Pooja Ganguly.(26.04.2017)
3.	Cover all possible testing scenarios.	Bhaskar Tejaswi, Pooja Ganguly.(26.04.2017)
4.	Application Development Proceeds as per plan.	Anudeep Ghosh, Debanjana Kar, Harshit Kandhway(Next Status Check on 27.04.2017)
5.	Create Github account.	Anudeep Ghosh(21.04.2017)
6.	Upload all code on Github.	Anudeep Ghosh, Debanjana Kar, Harshit Kandhway(27.04.2017)

Minutes of Meeting

Date	27.04.2017
Time	10:00 – 12:00
Venue	IEM
Purpose	Test Case Review
Facilitator	Prof. Ee-Kian Wong
Note-Taker	Bhaskar Tejaswi, Debanjana Kar
Attendees	Anudeep Ghosh, Ashish Kumar Sarkar, Bhaskar Tejaswi, Debanjana Kar, Harshit Kandhway, Pooja Ganguly

	Discussion and Decision	Action By (Person Responsible/Deadline)
1.	Review of action items from the last meeting, tracking status with the proposed project plan.	All the members present.
2.	Test Case Design Approved.	QA Team (Bhaskar Tejaswi, Pooja Ganguly)
3.	Code Review: Build Unit Tests using standard framework.	Anudeep Ghosh, Debanjana Kar, Harshit Kandhway(02.04.2017)
4.	Code Review: Upload code through individual accounts.	Anudeep Ghosh, Debanjana Kar, Harshit Kandhway(Next Status Check on 02.04.2017)
5.	Code Review Documentation by QA Manager, Project Manager, Lead Developer.	Bhaskar Tejaswi, Anudeep Ghosh, Ashish Kumar Sarkar)

Minutes of Meeting

Date	04.05.2017
Time	10:00 – 12:00
Venue	IEM
Purpose	Progress Check
Facilitator	Ashish Kumar Sarkar
Note-Taker	Bhaskar Tejaswi
Attendees	Ashish Kumar Sarkar, Bhaskar Tejaswi, Pooja Ganguly, Debanjana Kar, Anudeep Ghosh, Harshit Kandhway

	Discussion and Decision	Action By (Person Responsible/Deadline)
1.	Review of action items from the last meeting – Delay in code review and release 0.1 by a week on project plan.	All the members present.
2.	Fix Spinner related error that occurred in Manage Profile, Pledge Donation and Collection Unit.	Harshit Kandhway – by 09.05.2017
3.	Unit Test Modules – one per developer	Anudeep Ghosh, Harshit Kandhway, Debanjana Kar – by 11.05.2017
4.	Collection Unit App – Zoom in on Kolkata, Place location pins, change color	Harshit Kandhway – by 12.05.2017
5.	Review of app and preparation for code review	Bhaskar Tejaswi, Pooja Ganguly – by 11.05.2017
6.	Deployment on QA machine	Anudeep Ghosh – by 12.05.2017

Minutes of Meeting

Date	12.05.2017
Time	10:00 – 12:00
Venue	IEM
Purpose	Progress Check and Code Review
Facilitator	Ashish Kumar Sarkar
Note-Taker	Bhaskar Tejaswi
Attendees	Ashish Kumar Sarkar, Bhaskar Tejaswi, Pooja Ganguly, Debanjana Kar, Anudeep Ghosh, Harshit Kandhway

	Discussion and Decision	Action By (Person Responsible/Deadline)
1.	Review of action items from the last meeting	All the members present.
2.	Code Review done and approved.	
3.	Release 0.1 done.	
4.	Bugs to be filed on Bugzilla for Release 0.1	Bhaskar Tejaswi (by 18.05.2017)
5.	Test Report preparation.	Bhaskar Tejaswi and Pooja Ganguly (by 18.05.2017)
6.	Release 0.2 expected by 24.05.2017	Anudeep Ghosh, Harshit Kandhway, Debanjana Kar (by 24.05.2017)

Minutes of Meeting

Date	24.05.2017
Time	10:00 – 12:00
Venue	IEM
Purpose	Progress Check
Facilitator	Ashish Kumar Sarkar
Note-Taker	Bhaskar Tejaswi
Attendees	Ashish Kumar Sarkar, Bhaskar Tejaswi, Pooja Ganguly, Debanjana Kar, Anudeep Ghosh, Harshit Kandhway

	Discussion and Decision	Action By (Person Responsible/Deadline)
1.	Review of action items from the last meeting	All the members present.
2.	Test Report for Release 0.1 uploaded on wiki	
3.	All bugs from 0.1 to be verified-fixed.	Bhaskar Tejaswi(by 26.05.2017)
4.	Preperation for Final Demo : Presentation making	Ashish Kumar Sarkar (by 26.05.2017)
5.	Release 0.2 files to be uploaded and tagged	Anudeep Ghosh, Debanjana Kar,Harshit Kandhway (by 26.05.2017)

Minutes of Meeting

Date	26.05.2017
Time	10:00 – 12:00
Venue	IEM
Purpose	Product Demo and Preperation for Audit
Facilitator	Ashish Kumar Sarkar
Note-Taker	Bhaskar Tejaswi
Attendees	Ashish Kumar Sarkar, Bhaskar Tejaswi, Pooja Ganguly, Debanjana Kar, Anudeep Ghosh, Harshit Kandhway

	Discussion and Decision	Action By (Person Responsible/Deadline)
1.	Review of action items from the last meeting	All the members present.
3.	Product Demo conducted successfully.	
4.	Preperation for Final Audit : Wiki Updation	Ashish Kumar Sarkar and Bhaskar Tejaswi (by 27.05.2017)
5.	Testing on QA Machine of overall working of all three apps	Bhaskar Tejaswi (by 27.05.2017)