Software Engineering, Monsoon 2022-2023

Meeting-1 Report-Process Model Selection

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26 AUGUST 2022 / 5:00 PM / Online

# **AGENDA**

1. Discuss the points explored for the topic selected last week.
2. Project Brief

* Discuss the primary and secondary audience.
* Discuss the challenges that one face in managing work in teams.

1. Process Model Selection

* Keeping in mind the project requirements and capabilities of our team members, shortlist the best possible models from all possible process models for the project.
* Then we had to discuss those shortlisted models in detail and conclude the meeting after selecting the perfect model applicable to our project.

# **REPORT**

After discussing the real-time challenges in managing teamwork, we came to the conclusion to develop a web portal with the functionalities:

* Dashboard for easy analysis of the tasks due.
* Project rooms for teams working on the same project.
* Task assignment
* Progress sharing
* Managing events/meetings.

After the topic and work scope discussion, we started discussing the various models which can be used with their advantages and disadvantages.

Everyone was more inclined towards an agile group of process models, as they are iterative and the work can be divided into small segments. Along with this, it gives an open end to the changes as they can be easily incorporated if required.

After selecting agile, we discussed scrum, kanban, and extreme programming processes. Understanding each model, we decided to follow scrum for the project as they have well-defined roles, have small sprints, and changes can be incorporated betwee each sprint. Also, documentation and flow are important aspects of software engineering and thus we preferred to use the kanban style to portray our progress.

# **CONCLUSION**

Decided project features and work scope, and model selection. Documented the project brief with process model and started a quick discussion on the requirements gathering and identifying stakeholders as a precap for the next meeting.

# **NEXT WEEK’S AGENDA**

1. Requirements Gathering
2. Identifying Stakeholders
3. Work division and SRS documentation