Project Specification Document

For

minute\_taker

Prepared by

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Introduction of Project

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| This project aims to develop a website to ease the work of a minute taker, in this website they'll be able to record meeting minutes and its attendees plus any relevant information. All within a user database that is friendly to all users. |

Problem Statement

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| The project is needed to automate the job of the minute taker making the task faster, more reliable and error-proof with a database that stores all the relevant information of a meeting and keeps track of who logged this data. |

Objectives of Project

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| At the end of this project the user should be able to execute the following actions:   * Create an account * Log-in and log out of their account * Create a new meeting * Record minutes into the meeting * Add the names of attendees * Add other relevant information such as notes and topic * Delete meetings |

Functional Requirements

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| These are the features to be included on this project:   * Account sign-up system * Log-in function * Log-out function * Meeting table * Meeting database * User database |

Technical Specifications

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| For the website development and design these resources will be used:  HTML  CSS  Python 3.10  Flask API  Flask-SQLAlchemy  Flask-Login  Werkzeug.security |

Milestones

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| The development of the system explained above shall adhere to the following deadlines:  Development of the web application and its systems - 09/08/2022  Usability testing – 10/08/2022  System testing – 13/08/2022  Final debugging and demo – 15/08/2022  Submission of working application and the relevant documentation – 17/08/2022 |

Conclusion

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| To summarize, a meeting minutes website application will be made with the aim to ease the job the minute taker. This application will include multiple functions to ensure data is stored properly and can accessed by their creators, all developed according to the previously mentioned functional and technical requirements.  The project has to meet its final deadline with no delay and must contain all the required documentation with it. |