

MEETING MINUTES

Meeting Topic:			
Software Development Planning for the Hotel Management System.			
Date:	November 27 th 2020		Time: 10:00 am to 12:00 pm
Attendees Present:	Fernando Fabio Daniil	Location:	Google Meet
Agenda items:			
1. Integration			Minutes: 30
2. Bugs			Minutes: 20
3. Manual Blackbox Testing			Minutes: 30
4. Automated Blackbox Testing			Minutes: 30
5. Documentation			Minutes: 10
Actions Done since last meeting:			
Project Features: Booking Facilities		Responsible:	Fabio
Project Features: Management Facilities		Responsible:	Fernando
Project Features: Generating Invoices		Responsible:	Daniil
Actions to do:			
Coding Integration and Release Branch		Responsible:	Fabio
Fix Delete alerts		Responsible:	Daniil Fernando
Record video		Responsible:	Fernando / Fabio / Daniil
Add bootstrap listbox formatting		Responsible:	Daniil
Fill out Manual Blackbox testing table		Responsible:	Fernando / Daniil / Fabio

Create Automated Blackbox testing for each feature of Iteration 3	Responsible:	Fernando / Daniil / Fabio
Create Iteration 3 Wiki	Responsible:	Fernando
Insert Maintenance issues on wiki	Responsible:	Fabio
Merge videos	Responsible:	Fabio
Update Meeting minutes	Responsible:	Fernando
What I need help:		
Automated Blackbox testing	Responsible:	Fabio
Next Meeting:	TBD	Location: Google Meet

Meeting Topic:			
Software Development Planning for the Hotel Management System.			
Date:	November 6 th 2020	Time:	10:00 am to 12:00 pm
Attendees Present:	Fernando Fabio Daniil	Location:	Google Meet
Agenda items:			
6. Integration		Minutes:	30
7. Bugs		Minutes:	10
8. Risk Management		Minutes:	10
9. Unit Testing		Minutes:	20
10. Integration Testing / System Testing(DAO)		Minutes:	20
11. Improve JavaDoc		Minutes:	10
12. Sequence Diagrams		Minutes:	10
13. Update Wiki		Minutes:	10
Actions Done since last meeting:			
Project Features: Room Management		Responsible:	Fabio
Project Features: Room Type Management		Responsible:	Fabio

Project Features: Searching Rooms	Responsible:	Fabio
Project Features: File System Connection – Images Upload	Responsible:	Fabio
Project Features: Booking Rooms	Responsible:	Fernando
Project Features: Cancelling Bookings (SeeBooking)	Responsible:	Fernando
Project Features: Manage Bookings (Checkin, Checkout, payment)	Responsible:	Daniil
Actions to do:		
Coding Integration	Responsible:	Fabio
Access Control on Methods	Responsible:	Fabio
Do step by step to use program for iteration 2 – User	Responsible:	Daniil
Do step by step to use program for iteration 2 – Developer	Responsible:	Daniil
Unit testing - Room	Responsible:	Fernando
Unit testing – RoomType	Responsible:	Fabio
Unit testing – Booking	Responsible:	Daniil
Include/Improve javadoc comments	Responsible:	Fernando
Sequence Diagrams (Own Features)	Responsible:	Fabio / Fernando / Daniil
Create Iteration 2 Wiki Model	Responsible:	Fernando
What I need help:		
Adjustment on submit Booking Post Method. Refreshing seeBooking page generate new bookings.	Responsible:	Fabio
Next Meeting:	TBD	Location: Google Meet

Meeting Topic:			
Software Development Planning for the Hotel Management System.			
Date:	October 23 2020		Time: 2:00 pm to 3:00 pm
Attendees Present:	Fernando, Fabio Daniil	Location:	Google Meet
Agenda items:			
1. Reset Password Feature			Minutes: 30
1. Documentation			Minutes: 20
2. Final testing for Iteration 1			Minutes: 10
Actions Done since last meeting:			
Project Features: Authentication + Access Control + Reset		Responsible:	Fernando
Project Features: User Registration		Responsible:	Fabio
Project Features: User / Account Management		Responsible:	Fabio
Project Features: View / Edit Profile		Responsible:	Daniil
Project Features: Integration		Responsible:	Fabio
Project Proposal: Meeting Minutes – Update / Adjust		Responsible:	Fernando
Documentation: AD Authentication / Reset Password		Responsible:	Fernando
Documentation: AD Manage Customer/Staff / Sign Up		Responsible:	Fabio
Actions to do:			
Documentation: Adjust Use Case		Responsible:	Fernando
Project Enhancement: View / Edit Profile		Responsible:	Fabio
Testing Features		Responsible:	Fernando, Fabio, Daniil
Wiki: Copy Project Proposal to Wiki		Responsible:	Fabio
Wiki: Set up Use Case on Wiki		Responsible:	Fernando
Wiki: Set Up AD Authentication		Responsible:	Fernando
Release: Create branch and merge		Responsible:	Fernando
What I need help:			
		Responsible:	
Next Meeting:	TBD	Location:	Google Meet

Meeting Topic:			
Software Development Planning for the Hotel Management System.			
Date:	October 6 th 2020		Time: 3:00 pm to 3:40 pm
Attendees Present:	Fernando Fabio Daniil	Location:	Google Meet
Agenda items:			
1. Check Final Version of Project Proposal			Minutes: 30
2. Assigning review of the document			Minutes: 10
Action items:			
Project Proposal: Use Cases – Update highlighted items		Responsible:	Fabio
Project Proposal: Software Toolset - Update highlighted items		Responsible:	Fabio
Project Proposal: Project Schedule - Update highlighted items		Responsible:	Fabio
Project Proposal: Meeting Minutes - Update		Responsible:	Fernando
Next Meeting:	Monday, October 9 th , 2020 – 10:00 am		Location: Google Meet

Meeting Topic:			
Software Development Planning for the Hotel Management System.			
Date:	October 5 th 2020		Time: 10:00 am to 8:00 pm
Attendees Present:	Fernando Fabio Daniil	Location:	Google Meet
Agenda items:			
1. Development of Assignment 2			Minutes: 480
2. Checking status of project			Minutes: 60
3. Defining key issues and next steps			Minutes: 60
Action items:			
Project Proposal: Cover Page - Finish		Responsible:	Fernando

Project Proposal: Project Scope - Finish		Responsible:	Fernando
Project Proposal: Group Dynamics - Finish		Responsible:	Fabio
Project Proposal: Use Cases - Finish		Responsible:	Fabio
Project Proposal: Software Toolset - Finish		Responsible:	Daniil
Project Proposal: Project Schedule - Finish		Responsible:	Fabio
Project Proposal: Meeting Minutes - Finish		Responsible:	Fernando
Next Meeting:	Monday, October 6 th , 2020 – 3:00 pm	Location:	Google Meet

Meeting Topic:			
Software Development Planning for the Hotel Management System.			
Date:	October 2 nd 2020		Time: 12:00 pm to 4:00 pm
Attendees Present:	Fernando Fabio Daniil	Location:	Google Meet
Agenda items:			
1. Defining roles on the project			Minutes: 20
2. Defining Features of the software			Minutes: 120
3. Evaluate key issues on the development.			Minutes: 60
4. Defining roles on the Project Proposal			Minutes: 20
5. Next Steps			Minutes: 20
Action items:			
Project Proposal: Cover Page		Responsible:	Fernando
Project Proposal: Project Scope		Responsible:	Fernando
Project Proposal: Group Dynamics		Responsible:	Fabio
Project Proposal: Use Cases		Responsible:	Fabio
Project Proposal: Software Toolset		Responsible:	Daniil
Project Proposal: Project Schedule		Responsible:	Fabio
Project Proposal: Meeting Minutes		Responsible:	Fernando

Next Meeting:	Monday, October 5 th , 2020 – 10:00 am	Location:	Google Meet
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