

MEETING MINUTES

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

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 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 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:	November 6 th 2020		Time:	10:00 am to 12:00 pm
Attendees Present:	Fernando	Location:	Google Meet	
	Fabio			
	Daniil			
Agenda items:				
1. Integration			Minutes:	30
2. Bugs			Minutes:	10
3. Risk Management			Minutes:	10
4. Unit Testing			Minutes:	20
5. Integration Testing / System Testing(DAO)			Minutes:	20
6. Improve JavaDoc			Minutes:	10
7. Sequence Diagrams			Minutes:	10
8. 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