**Meeting Minutes**

| **Subject** | | | | |
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| Foodie – Project Proposal Review and Use case modeling discussion | | | | |
| **Date, Time (duration) and Venue** | | | | |
| ·         24/Auguest/2020 9:00 – 10:30 am  ·         NTU North Spine outdoor bench | | | | |
| **Attendees** | | | **Non-Attendees** | |
| · Han Si Meng  · He Yu Hao  · Loh Yi Xuan Renice  · Ma Xiao  · Yeoh Jun Yi | | | · | |
| **Chaired by** | | | | Ma Xiao |
| **Last meeting minutes have been reviewed** | | | | Yes |
| **Progress Updates** | | | | |
| **Task** | **Problem/Issue/Progress** | **Solution/Action** | | **Taken by & deadline** |
| Decide all actors in the system and all the use cases of the system | Progress | All team members agree that there will be 4 actors in the system: **client**, **vendor**, **admin**, and **deliveryman**  **All** users use cases:   * Sign in   **Client** use cases:   * Browse Promotions * Browse “You may like” * Browse Restaurants * Browse Restaurant * Order Food (include)   + Select Items   + Select Order Type   + Select Collection/Delivery time   + Make Payment * Browse Current Order   **Vendor** use cases:   * Process Order   **Deliveryman** use cases:   * View Orders to Deliver * Set Order Status   **Admin** use cases:   * View Orders Summary * View Business Analysis | | Taken by all the group members  The discussion is finished on-site and the deadline is **24th Aug 2020** |
| Draw use case diagram according to the discussed use cases | Progress | The use cases are cleared enough, we need to follow the UML Use Case Diagram rules to present these use cases as a diagram | | Taken by Ma Xiao and the deadline is **29th Aug 2020** |
| Write use case descriptions according to the discussed use cases | Progress | The use cases are cleared enough, we need to follow the use case description template to provide details of each use case.  The use case description template is found in previous course lectures and agreed by all the team members. | | Taken by all the team members and the deadline is **30th Aug 2020** |
| **The next meeting will be held** | | | | 31/Auguest/2020 9:00 – 10:30 am NTU SWLAB3 |
| **This minutes have been agreed by all attendees** | | | |  |