

# Carelink Log File ITR 1

## Meeting Minutes and Development Summary

### Meeting One

January 26, 2026 @ 5:00 PM

Location: In-Person (End of Lecture)

#### Agenda:

- Discuss stack
- Align team skill sets
- Decide framework moving forward

#### Discussion:

The team discussed whether to build the project using HTML/CSS or transition to React.js. The group was initially divided, as half the members were more comfortable with HTML/CSS, while the other half had experience with React.js. After weighing pros and cons, the team agreed to proceed with React.js due to its scalability, component-based structure, and long-term adaptability for future iterations.

#### Decision:

React.js selected as primary framework.

#### Action Items:

- Members to complete a React crash course before next meeting
- Begin planning structure for ITR 1

Next Meeting: TBD

### Meeting Two

February 7, 2026 @ 6:00 PM

Location: Online (Discord)

#### Agenda:

- Review ITR 1 and ITR 2 requirements
- Set up development workflow
- Assign responsibilities

#### Discussion:

The team reviewed deliverables required for ITR 1 and ITR 2. A GitHub repository was created and structured with individual branches for each member. Pages were assigned according to interest and experience. A general layout and navigation flow were designed collaboratively. A short React.js crash course was conducted for members less familiar with the framework to ensure consistency in coding standards.

#### Decisions:

- GitHub repository successfully initialized
- Deadlines set for Friday, February 13, 2026
- Layout and page structure finalized

#### Task Assignments:

- Task Page – Jose
- Login Page – Adeena
- Medication Tracker Page – Saneesa
- Dashboard – Neha
- Notes Page – Tara

Next Meeting: TBD

### **Meeting Three**

February 11, 2026 @ 7:00 PM

Location: Online (Discord)

#### Agenda:

- Finalize ITR 1 pages
- Merge branches
- Review documentation

#### Discussion:

All members presented their completed pages. Final UI adjustments were made for consistency in layout, spacing, and navigation. All individual branches were merged into the main branch. The team discussed next steps for implementing deeper functionality in ITR 2, including backend integration and expanded interactivity. All required ITR 1 documentation was completed collaboratively.

#### Decisions:

- ITR 1 ready for submission
- Focus for next phase will be enhanced functionality and improved user interaction

Next Meeting: TBD

## **Rationale Behind Major Changes**

HTML/CSS → React.js

Reasoning:

- Improved scalability for future iterations
- Component-based structure supports modular design
- Easier state management for dynamic features (tasks, medications, login flow)
- Better long-term adaptability

The decision prioritized long-term maintainability over short-term familiarity.

## **Concerns**

At this stage, there are no concerns regarding group collaboration, workload distribution, or project direction. Communication has remained consistent, and deadlines have been met.

## **Development Tasks per User Story**

### **Daily Care Task Management**

Development Tasks:

- Created task input form (Name, Description, Time, Category)
- Implemented state management to store tasks
- Added functionality to mark tasks as completed
- Styled completed tasks with visual distinction
- Ensured responsiveness

Estimated Time: 6 hours

Actual Time Spent: 4 hours

### **Medication Tracking & Adherence**

Development Tasks:

- Hardcoded initial medication schedule

- Implemented “Taken” button functionality
- Replaced button with checkbox for better UX consistency
- Added visual indicator (green state when taken)
- Created a collapsible sidebar to display active medications
- Styled checkbox to match site theme

Estimated Time: 6 hours

Actual Time Spent: 5 hours

## **Shift Handoff & Care Communication**

Development Tasks:

- Designed structural layout for the communication section
- Implemented basic note-entry component
- Styled page to align with overall layout
- Prepared for future real-time or database integration

Estimated: 6 hours

Actual: 4 hours

## **Oversight, Visibility & Boundaries**

Development Tasks:

- Designed and implemented Login Page UI
- Structured form fields (email, password)
- Added navigation routing after login
- Styled page to maintain consistency with overall layout

Estimated: 2 hours

Actual: 3 hours

## **Time Allocation Summary**

Task Page (Jose)

Estimated: 6 hours

Actual: 4 hours

Login Page (Adeena)

Estimated: 2 hours

Actual: 4 hours

Medication Tracker Page (Saneea)

Estimated: 5 hours

Actual: 4 hours

Dashboard (Neha)

Estimated: 6 hours

Actual: 6 hours

Notes Page (Tara)

Estimated: 6 hours

Actual: 4 hours

Total Estimated Development Time: 25 Hours

Total Actual Development Time: 22

Overall Difference:

The team completed development 3 hours under the original estimated time, indicating efficient collaboration and task execution.