Section 1 and all subsections outline the system features that have been agreed upon by Team 6 (Devs) and Team 4 (PMs). These will be all features required to be implemented by Team 6 unless further negotiation occurs. At which point, this list will be revised and sent to Team 4 for additional approval via email.

Section 2 outlines additional negotiations we would like to present (minor changes to what was already discussed).

Section 3 outlines concern about core system functionalities that require further clarification. If necessary, a meeting may be scheduled to have this discussion.

PM team comments added to the end of document.
An action item for Dev team also listed at the end of this document.

1. Team 6 (Devs) and Team 4 (PMs) System Features Agreement

1.1 ASSUMPTIONS FOR THE SYSTEM

1) School data records are assumed to already be present in the database. For simplicity, there is no need to implement functionality for a user to add these records via an interface. Yes.

2) Student data records are assumed to already be present in the database. For simplicity, there is no need to implement functionality for a user to add these records via an interface. Yes.

3) Class data records are assumed to already be present in the database. For simplicity, there is no need to implement functionality for a user to add these records via an interface. Assuming class data records are different from a class attendance list, then yes. Remember, a teacher should be able to take attendance- your job to determine exactly how this feature is implemented. Furthermore, a secretary should be able to update student attendance records- again your task to determine how this is implemented. We thoroughly explain in our use case document (Refer to Secretary Use Case 6 in UCD).

4) Secretary data records are assumed to already be present in the database. One secretary is assigned to each school. For simplicity, there is no need to implement functionality for a user to add these records via an interface. Yes, a secretary can manage teacher and parent accounts- as discussed during our meeting. however, the system creators- you, create and assign one secretary per school in the school board (Refer point3 in our SRS).

1.2 FEATURES FOR THE PARENTS

5) Parents will receive notifications from the system regarding the attendance of all of their children who are late/absent each day. Yes. This is a implicit feature for parent.

      a. This notification does not necessarily need to reside *within* the system (i.e. on the parent web page) but can be, for example, sent as an email to the parent. The implementation and nature of this notification is left to the discretion of the

developers. Not sure what you're saying here, but simply put- no. A parent can only be notified through the system. If it wasn't clear before, hope it's now. Understood

6) Parents can report their children being late/absent with a valid reason only before the specified time, determined by the Teacher and the Secretary- Yes.

   a. This time will be a reasonable value decided by the developers- solely for the purposes of this demo, yes

   So these are not all the agreed upon features. We met with you, and you confirmed based on the use case diagram of the Parent Actor what features to implement.

   As agreed upon, for the parent you have to implement:
   1) Use Case 1: Search Student Attendance Records
   2) Use Case 2: Filter Student Attendance Records By Student Name
   3) Use Case 3: Filter Student Attendance Records By School (updated to address section3 point1)
   4) Use Case 4: Filter Student Attendance Records By Class
   5) Use Case 5: Filter Student Attendance Records By Date
   6) Use Case 6: Report Student Absence

   Dev Team:
   As discussed within this document the previous 5 use cases agreed upon above will be implemented for the parent use case.
   Use Case 3 has been agreed upon to be removed, and ergo not graded.

1.3 FEATURES FOR THE TEACHERS

7) Teachers can search student attendance records of the class(es) they are teaching. The same applies to supply teachers. With the edit, yes.
8) Teachers can search student attendance records of any student in the class(es) they are teaching. The same applies to supply teachers. With the edit, yes.
9) A teacher (or supply teacher) can make changes to their class attendance until they submit it to the secretary. At this point, they can only view the records and any additional changes can only be made by the secretary. Yes.
10) Supply teachers have identical search and edit permissions to student attendance records as regular teachers, the only difference is that their accounts will be deactivated at the end of the day.

   So again, we as your PM team are going to move forward based on what both our teams agreed upon during the meeting- the use case diagram for the teacher actor.

   Therefore, as agreed upon- your task is to implement:

1) Use Case 1: Search Student Attendance Records
2) Use Case 2: Filter Student Attendance Records By Student Name
3) Use Case 4: Filter Student Attendance Records By Class
5) Use Case 5: Filter Student Attendance Records By Date
6) Use Case 6: Add Student Attendance Records

So again, we as your Dev team are going to move forward based on what we both agreed upon within this document. All meetings were intended for negotiations and have no explanatory traceback, so all parties are on the same page. Based on this, within the document the 5 use cases will be implemented as stated by both groups:

Use Case 1: Search Student Attendance Records
Use Case 2: Filter Student Attendance Records By Student Name
Use Case 4: Filter Student Attendance Records By Class
Use Case 5: Filter Student Attendance Records By Date
Use Case 6: Add Student Attendance Records

1.4 FEATURES FOR THE SECRETARIES

11) Secretaries can view and update a student attendance record for any student within the school they are working for. View- yes. Also, Update- only for the case where Secretary wants to update the attendance status in the attendance record. (Refer to Usecase6 in UCD)
12) Secretaries can search for attendance records by name, class, or date. "Filter by school" functionality has been removed. Yes.
13) Secretaries can generate new credentials for supply teachers to access the system. These credentials will consist of a unique ID and temporary password that will be ~~deactivated~~ deleted at the end of the day (please refer to point5 in Section2.7 in the SRS).
14) Secretaries can add or delete teachers from the system ~~and assign them to classes. Assume the school board has already assigned teachers to classes. Thus, for this system after creation time teachers cannot be assigned or unassigned from a class by anyone.~~
15) Secretaries can add parent accounts to the system. (*** see delete parent functionality concern under Section 3) Concerned addressed.
16) Secretaries are responsible for associating a given student's attendance record (implying a student is already enrolled in the school), to their respective parent's account within the system. These changes will be visible on the parent interface. Yes.
17) Secretaries are required to approve all reasons that parents submit for their child being late/absent. Yes
18) After the approval outlined in (17), secretaries are responsible for triggering the notifications to be sent to parents. No. The whole purpose of the parent actor being able to report their child i.e. the student as late or absent is so that the parent does not receive a notification.
    a. The system will handle the delivery of these notifications, but the secretary will be responsible for initiating them through the system.

Again, we as your PM team are going to move forward based on what both our teams agreed upon during the meeting- the use case diagram for the Secretary actor.

Therefore, as agreed upon- your task is to implement:
1) Use Case 2: Filter Student Attendance Records By Student Name
2) Use Case 4: Filter Student Attendance Records By Class
3) Use Case 5: Filter Student Attendance Records By Date
4) Use Case 6: Update Student Attendance Records
5) Use Case 7: Add Parent Account
6) Use Case 8: Delete Parent Account
7) Use Case 9: Add Teacher Account
8) Use Case 10: Delete Teacher Account
9) Use Case 11: Add Supply Teacher Account
10) Use Case 12: Send Notification

Again, as your dev team we are not going to follow an undocumented meeting, but rather what is indicated within this file, that both teams have agreed upon. That being said the following items as listed above are agreed upon:
1) Use Case 2: Filter Student Attendance Records By Student Name
2) Use Case 4: Filter Student Attendance Records By Class
3) Use Case 5: Filter Student Attendance Records By Date
4) Use Case 6: Update Student Attendance Records
5) Use Case 7: Add Parent Account
6) Use Case 8: Delete Parent Account
7) Use Case 9: Add Teacher Account
8) Use Case 10: Delete Teacher Account
9) Use Case 11: Add Supply Teacher Account
10) Use Case 12: Send Notification

Meaning that after discussion and negotiations, the PM team was willing to remove UC3.

2. Further Negotiations (Pending Approval)

1) *Original Feature:* Parents can view the attendance data for any of their children. They will be able to filter by any of the following parameters: date, class, school, child's name.

   Proposed Alternative: After further discussion we think it would make more sense for a parent to log into the system and first be prompted to select their child (i.e. filter by child). From there, they can filter records for the selected child by either date or class. Since we agreed to remove filter by school for all other actors, we do not think this is necessary for the parent either because in application a parent will not have so many children attending so many different

schools that a filter would need to be implemented. We can simply display all children on screen and filter further after a selection. Sure. Remember, we as you PM team identify the feature. You as the developer team have to implement the feature. How you implement the feature? We trust you will do this in a way that makes logical sense

With this alternative, we would keep the filtering consistent with other actors by satisfying "Filter by Name", "Filter by Date", and "Filter by Class" and removing "Filter by School". Okay, we updated the agreed upon use-cases to implemented based on this.

Understood that this has been updated

2) **Original Feature:** Teachers can view, add, and delete student attendance records of the classes they are teaching.

   Proposed Alternative: We would like to change this to simply view and modify records. A teacher can never submit an attendance with missing records, so there is no need to have a "delete record" option within an active attendance sheet (because they would then be forced to "add" a new record anyway). Instead, we propose that the class list of current attendance records be defaulted to all students present and the teacher than has the ability to "modify" any records to reflect late and absent students. In the current school systems, attendance is recorded by only making changes to the record when students are late/absent because all students are considered present until stated otherwise. (This current method has been confirmed by a member of the YRDSB).
   Great, but this a student attendance system for the purposes of this course. You are free to implement whichever feature you see fit. We will grading you based on the agreed upon use cases you implement.
   Understood, we will work with what has been defined
   With this alternative, we are maintaining all the original outlined functionality (as provided by the PMs), we are just changing the flow of how the teacher would use the system to make it simpler and more user-friendly.

3. Additional Concerns (Pending Discussion)

1) Regarding *Secretary Use Case 8: Delete Parent Account* in the assigned UC document, what happens after a secretary removes a parent's account? Secretaries only have access to their own school, but it has been stated that the accounts are shared among all schools. What happens if a student graduates and a secretary "deletes" that parent's account, but the parent still has another child in a different school?
   Answer: This system is for a school board, not a school. So if a student graduates, but the parent

still has another child in a different school, then the parent will stop receiving notification about that student, on their account.

> Understood

2) The system-to-be applies to multiple schools within a single school board. This usually includes both elementary and high schools, where attendance is taken once a day for elementary schools and multiple times per day for high schools. We just want to confirm that the PMs want us to implement a system to handle both cases (single-class and multi-class) or if we should be picking one "type" of school for this project? If we are required to handle both, can we build the high school's system to have static class times that do not rotate times each day?

> We already addressed this in our meeting. Assume this school board consists of highschools only.
> Understood, we were just looking for clarification.

PM Team Comments:
We will only grade you on the features identified in the UCD for each actor, as discussed during our negotiation meeting.

You are free to add any additional features as you see you fit, but we will only assesses you only on the agreed upon use-cases you implemented for each actor.

We want you to do well, not stress and have fun.

Kindly refer to the feedback provided at the end of each actor's feature section.

Action item for Dev team:
Confirm the agreed upon use-cases with respect the use case diagram of each actor identified in the use case document.

We took the time to list them at the end of each actor's feature section.

A simple yes or no would do.

Dev Team Comments:
As your dev team, we are going to be following explicitly what is in this document for all intents and purposes. Any previous meetings were solely for consultation and negotiation purposes. As agreed upon, everything within this document will be the motivators for all features we include within the system. All documents related to this project should be updated to reflect the current agreed upon features.

We will maintain this document as is on our github repo with all the features indicated within this document. Therefore, you as the PM team should grade us on what is listed within this document, as indicated by Professor Wang during our QA session.

The final list of Use Cases agreed upon by both teams is:

Parent
Use Case 1: Search Student Attendance Records
Use Case 2: Filter Student Attendance Records By Student Name
Use Case 4: Filter Student Attendance Records By Class
Use Case 5: Filter Student Attendance Records By Date
Use Case 6: Report Student Absence

Teacher
Use Case 1: Search Student Attendance Records
Use Case 2: Filter Student Attendance Records By Student Name
Use Case 4: Filter Student Attendance Records By Class
Use Case 5: Filter Student Attendance Records By Date
Use Case 6: Add Student Attendance Records

Secretary
Use Case 2: Filter Student Attendance Records By Student Name
Use Case 4: Filter Student Attendance Records By Class
Use Case 5: Filter Student Attendance Records By Date
Use Case 6: Update Student Attendance Records
Use Case 7: Add Parent Account
Use Case 8: Delete Parent Account
Use Case 9: Add Teacher Account
Use Case 10: Delete Teacher Account
Use Case 11: Add Supply Teacher Account
Use Case 12: Send Notification