

**TRIMESTER March/April, 2025**

**CSE6224 Software Requirements Engineering**

**PROJECT 1**

**Campus Accessibility Navigation System with Facilities and Event Integration**

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# **Team Member Contributions**

## **Group Leader: Sim Boon Xun**

### **Role and Responsibilities**

* + Ensured all members participated actively and clearly understood their individual responsibilities throughout the project.
  + Coordinated the entire project timeline, scheduled regular meetings, and tracked progress to meet all milestones.  
    Assigned tasks based on project needs and members’ strengths, and intervened promptly to resolve challenges when they arose.
  + Finalized and submitted all required documents in accordance with academic deadlines and expectations.
  + Took full responsibility for creating the initial structure and templates for all six project documents to meet lecturer guidelines and ensure consistent formatting.
  + Led the drafting of the *Context Objects* and *Requirement Sources* sections, excluding only the analysis of Pending Data Collection.
  + Oversaw and structured the Software Requirements Specification (SRS) development, ensuring it followed ISO/IEC/IEEE 29148:2018 standards.
  + Drafted major sections of the SRS, particularly those related to requirement classification, interface, usability, and logical database models.
  + Authored the entire *Project Vision* document including all content and the Gantt chart timeline.  
    Wrote the *Elicitation Plan* section of the *Requirement Elicitation* document and led the execution of the *Survey* and *Prototype* elicitation techniques independently.
  + Composed the full *Elicitation Strategy* and *Appendices* for the *Kano Model* documentation, setting the foundation for requirement classification.
  + Conducted reviews and revisions of all deliverables to ensure clarity, consistency, and academic quality.
  + Managed version control using GitHub to track changes and maintain document integrity throughout the project lifecycle.

### **Key Contributions**

* + Defined the overall vision, documentation structure, and strategic flow of the project deliverables.
  + Took initiative to research and understand requirements engineering concepts and standards to ensure high documentation quality.
  + Wrote a substantial portion of all documentation including Introduction, Requirements, and Observational Analysis sections across different files.
  + Proposed the majority of clarifying questions used during tutor discussions and internal meetings, helping the team refine requirements and direction.
  + Mentored teammates in understanding complex requirement topics and elicitation strategies, especially in applying the Kano Model framework.
  + Ensured high-quality documentation across all files, including consistent formatting, clear terminology, and compliance with ISO standards.
  + Coordinated the elicitation planning and provided leadership in gathering and refining survey and prototyping results.
  + Continuously updated and monitored the GitHub repository, ensuring real-time synchronization of versions and edits across all team members.

## **Team Member: Chia Kok Ang**

### Role and Responsibilities

* + Assisted in designing and conducting surveys and interviews to gather stakeholder requirements.
  + Contributed to recording and organizing the outcomes of requirement elicitation activities.
  + Worked closely with team members to structure and compile the project’s documentation.
  + Ensured clarity and consistency in the requirements specification document.
  + Took part in review meetings to improve the quality and accuracy of project deliverables.

### Key Contributions

* + Actively engaged in conducting and documenting stakeholder engagement sessions.
  + Played a role in drafting and refining documentation to align with academic standards.
  + Supported team collaboration through version control and shared document management.

## **Team Member: Wang Kuang Wei**

### Role and Responsibilities

* + Helped plan and perform surveys and interviews to obtain stakeholder requirements.
  + Contributed to documenting elicitation findings and keeping proper records.
  + Collaborated with group members to organise and compile project documentation.
  + Helped to guarantee uniformity and clarity in the requirements specification document.
  + Participated in review sessions to enhance the quality of elicited requirements and project deliverables.

### Key Contributions

* + Actively participated in the execution and documentation of survey and interview sessions.
  + Helped to draft and modify documentation to satisfy academic requirements.
  + Supported the team’s version control and collaborative document editing.

## **Team Member: Hong Chia Qian**

### **Role and Responsibilities**

* + Assisted in planning and conducting surveys and interviews to gather stakeholder requirements.
  + Contributed to documenting elicitation findings and maintaining accurate records.
  + Supported prototyping activities by providing feedback and helping refine the interface design.
  + Collaborated with team members to organize and compile project documentation.
  + Helped ensure consistency and clarity in the requirements specification document.
  + Participated in review sessions to improve the quality of elicited requirements and overall project deliverables.

### **Key Contributions**

* + Played an active role in executing and documenting survey and interview sessions.
  + Helped collect and organize data from stakeholders for analysis and requirement classification.
  + Provided valuable feedback during prototyping to improve usability and functionality.
  + Assisted in drafting and editing documentation to meet academic standards.
  + Supported the team in maintaining version control and collaborative editing of documents.

# **Communication and Collaboration Tools**

## **Primary Communication Tool**

Microsoft Teams, In-person

## **Version Control**

GitHub Repository

## **Documentation Tool**

Microsoft Word, Google Docs, Google Form

# **Challenges and Solutions**

## **Ensuring consistent contribution from all members.**

* Group leader scheduled regular meetings and check-ins.

## **Integrating inputs from multiple sources into a single document.**

* Used shared Word documents on GitHub for real-time editing.

## **Maintaining consistency across SRS sections.**

* Followed a standardized template and conducted peer reviews.

## **Coordinating across different schedules and availability**

* Employed asynchronous communication tools like Microsoft Teams and Whatsapp for updates, while scheduling meetings in advance to maximize member participation.

# **Acknowledgements**

We would like to express our sincere appreciation to our lecturer, Ms. Nur Haifa Mohd Fathil, for her continuous guidance and support throughout this project. Her detailed explanation of the required documentation structure and the appropriate use of diagrams was instrumental in helping us understand how to effectively develop all six deliverables. Her validation and reassurance regarding the direction of our work gave us confidence and clarity, especially when navigating complex sections of the requirements engineering process.

We are also grateful to our team members for their collaboration and timely assistance, especially during moments when the project became overwhelming. Their support played a crucial role in maintaining our momentum and ensuring that all tasks were completed efficiently.

Our deepest gratitude is extended to the four interview participants—[Dr. Lim Tek Yong ], [Idraqi], [Dayang Noorhayati Razid ], and [Syafrina]—who generously volunteered their time to contribute their insights through the interview sessions. Their feedback was invaluable and provided us with real-world perspectives that significantly enriched the quality and relevance of our project outcomes.

In addition, we would like to thank Google for providing accessible tools such as Google Forms and Google Sheets, which facilitated the creation, distribution, and analysis of our survey. The platform’s ability to auto-generate visual charts and structured responses enabled us to perform clearer and more effective data interpretation.