

Project Meeting – 3/10/25

Meeting Information

Date: 3/10/2025

Time: 4:15PM – 5:15PM

Location: Zoom

Team Members Present: Ty, Nick, Ryland, Riley, Alex, Brett

Objective

The purpose of this meeting is to collaborate to design a full Entity-Relationship (ER) model in line with the project requirements document. The team will decide the most significant entities, attributes, and relationships needed for the accurate representation of the database structure. Through discussion and brainstorming, we will reach a clear comprehension of the data requirements, define constraints, and ensure our ER model aligns with the overall project objectives. By the conclusion of the meeting, we will have a well-organized ER diagram to be used as a guide for the implementation of the database. We will also review our GitHub repository management and record any design decisions or assumptions made during the modeling process.

Tasks Allocated

Brett – Finalize and structure ER model documentation for submission (Due: Mar 16).

Ryland – Ensure financial data is correctly represented in the model (Due: Mar 16).

Nick – Design a clear, professional ER diagram using a tool (Due: Mar 16).

Riley – Ensure all team work is submitted and reviewed (Due: Mar 16).

Alex – Verify ER model accuracy and plan database implementation (Due: Mar 16).

Ty – Research ER modeling best practices and suggest improvements (Due: Mar 16).

Task Completion Confirmation

*Brett – **Completed** Draft Project Overview and Scope statements.*

*Ryland – **Completed** Compile a glossary of key terms and acronyms.*

*Nick – **Completed** Identify the stakeholders, including users and administrators.*

*Riley – **Completed** Define all the functional requirements, outlining the key operations.*

*Alex – **Completed** Develop sample queries and reports for the database functionality.*

*Ty – **Completed** List and describe the main data entities, attributes, and constraints.*