

Project Meeting 2 – [03/02/2025]

Meeting Information

Date: 3/2/2025

Time: 4:00PM-5:00PM

Location: Zoom Meeting

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

Objective

The primary goal of this meeting is to document the requirements for the database project by clearly defining its purpose, scope, and key components. We will outline both functional and non-functional requirements, identify stakeholders, and determine the necessary hardware and software for implementation. Additionally, the team will discuss data entities and attributes to ensure the database structure aligns with project specifications. We will also continue managing version control and documentation through GitHub to maintain consistency across all project artifacts.

Tasks Allocated

Brett – Draft Project Overview and Scope statements. (Due: Mar 2)

Ryland – Compile a glossary of key terms and acronyms. (Due: Mar 2)

Nick – Identify the stakeholders, including users and administrators. (Due: Mar 2)

Riley – Define all the functional requirements, outlining the key operations. (Due: Mar 2)

Alex – Develop sample queries and reports for the database functionality. (Due: Mar 2)

Ty – List and describe the main data entities, attributes, and constraints. (Due: Mar 2)

Task Completion Confirmation

- Brett - **Completed:** Drafted Vision and Scope Statements.
- Ryland - **Completed:** Researched cost factors and provided an estimate.
- Nick - **Completed:** Defined long-term goals and expansions.
- Riley - **Completed:** Set up GitHub repository and meeting log format.
- Alex - **Completed:** Outlined database schema, ER diagram draft is pending.
- Ty - **Completed:** Researched database technologies and summarized findings

