Project Description

The overall aim of this project is to create a useful meeting-scheduling platform that will enable employees to quickly, easily, and effectively schedule meetings. Any employee will be able to schedule a meeting by selecting the employees they wish to invite through a user-friendly GUI interface. A time slot during which all invited employees are available will then be selected by the user, taking into consideration other meetings the employees are attending and the times they are available (thereby preventing employees from being double-booked in multiple meetings). Finally, any available meeting room that is large enough to accommodate all the invited employees at the time specified will be chosen by the user; if there is no room available for the given time and employees, then the program will inform the user of this exception.

The employee who invited the others is considered the owner of the meeting and given the ability to modify the schedules of attendees and rooms as well as the ability to cancel or update the meeting. Any update to the meeting will result in notifications (about the changes) to all of the invited employees. Invited employees may decline or accept to attend the meeting and in either case they have to inform the meeting owner.

Each employee will be able to see what meetings they have on any given day by viewing a calendar that displays meetings they are invited to or hosting.

Employees can update their schedules by adding/deleting/changing the contents of their time slots and selecting visible/not visible to other employees.

Special administrative users can create employee and room records. Rooms are fully described by the administrator, while employee records are created with only a username and password. Regular employees will be able to log in, change the password, and fill in their own details including the hours of the day they are available for meetings. Administrators will have the ability to modify or delete rooms, as well as delete users or reset their password.