**CS673 Software Engineering**

**Team 4 : E-Commerce Pharmacy**

**Meeting Minutes**

All meeting minutes are kept in this single document. The latest meeting minutes should be at the beginning of the document. For example, meeting 3 minutes is placed before meeting 2 in the document. The team leader should prepare a basic agenda for the meeting and team members should rotate to be the minutes taker. Each group should have at least one meeting per week, and you may have multiple meetings if needed.

**Meeting 3**

**Date and Time: 09/18/2022 03:00 PM - 04:00 PM**

**Place:** Discord

**Participants:** Ryan, Nivan,Zahit, Christol, Ignacio, Tsings

**Minutes Taker: Zahit**

**Timekeeper: Zahit**

**Purpose:**

* Backup roles
* Future meeting preference: once a week or twice? Meet on discord mostly? Meet in person before the end of each iteration?
* SPPP Doc review.

**Discussions:**

* What makes our pharmacy web app unique ?
  + Nivan will add to the review. Prescription check, admin will check the prescription with the hospital, then will accept or decline it
* Essential functions are discussed
  + A person should be able to order a medicine
  + A person should be able to submit a prescription
  + A person should be able to get an email notification about his order or prescription submission
  + Admin should be able to accept or decline orders and submissions
* Tech stack and libraries are discussed
  + React JS as frontend library
  + MongoDB is as DB
  + Material UI as component library
  + Node, possibly with Express JS as backend library
* Development and CI/CD tools
  + VSCode
  + GitHub
  + Vercel for deployment

**Key Decisions:**

* Essential features, tech stack and dev tools are determined
* We will meet twice a week on discord, and before each iteration in person.
* Presentation will be made by Nivan and Zahit

**Meeting 2**

**Date and Time: 09/16/2022 17:50 (05:50 PM) - 18:53 (06:53 PM)**

**Place:** PSY B51 (MET CS 473/673 Classroom)

**Participants:** Zahit, Nivan, Ryan, Cristol, Tsing, Ignacio

**Minutes Taker:** Ignacio

**Timekeeper:** Zahit

**Purpose:**

To discuss the project. What the name of the team will be, what the project will be about.

**Agenda:**

* Ideas
  + Names
  + Projects
  + Assignments
* Next Meeting Planning

**Discussions:**

* For now, we don’t have any ideas, we will be calling ourselves team 4 until we figure something out.
* E-commerce, Memo, Wedding websites
* With what shall we program?
  + React
  + Node
  + What’s the front-end?
  + What’s the back-end?
    - Should we even \*have\* one?
      * Have it work in a log-in base.
* Zahit proposed to use a “skeleton” from other websites so we can see what the project should look like.
* Ryan and Christol suggest creating a website from the ground up.
* Christol showed us a prototype of the Memo application
* In the end, the e-commerce website won.
  + What should we sell there?
* Team leader assignment
  + Ignacio will not go to security
  + Zahit volunteered to be Team and QA leader.
  + Ryan got peer-pressured by Ignacio to be Team Leader.
  + Ryan also suggested backup roles, so that if a person misses or is sick, they can be a secondary person.
    - Ryan wants to be QA backup
  + Nivan got suggested to be Implementation leader.
  + Design and Implementation got subdivided into two groups: Design, and Implementation, respectively.
  + Christol is the Design Leader.
  + Tsing got assigned the Security Leader role.
  + Ignacio will work in the Requirements as Leader.
* Discussion about the motivations behind our project.
  + Why an e-commerce website?
  + Who are the users?
  + What are we going to sell?
* E-commerce could be a medicine-based website that sells prescription medicine to users.
* Keep writing and completing the SPPP document, depending on the user role.
* Setting up the date for the next meeting: Sunday 15:00 (03:00 PM)

**Key Decisions:**

* E-commerce Website won.
* Roles
  + Team Leader: Ryan
  + Requirements Leader: Ignacio
  + Design Leader: Christol
  + Implementation Leader: Nivan
  + Configuration Leader: Ignacio
  + Security Leader: Tsing
  + QA Leader: Zahit
* Medicine-based e-commerce.
* MongoDB, Express, React

**Meeting 1**

**Date and Time: 9/11/22 1:00 PM - 2:00 PM**

**Place**: Online / Discord

**Participants:** Nivan, Cristorange, Ryan , Zahit, Ignacio

**Minutes taker: Ryan Burns**

**Timekeeper: Ryan Burns**

**Purpose:** Kickoff meeting

**Agenda:**

* Determine the project
* Determine group name - TBD
* Determine project name -TBD
* Determine the tech stack
* Determine the roles and responsibilities
  + Team leader - maybe zahit
  + Requirement Leader
  + Design and Implementation Leader (choses project and structure) ‘maybe nivan’
  + QA leader
  + Configuration Leader
  + Security Leader

**Discussions:**

* All team members shared their project ideas:

1. Zahit’s idea: e-commerce website,
2. Nivan’s: build a crypto currency site that advises users which ones to buy,
3. Christol’s idea: create a memo list that exists off the cloud that is more lightweight than notion.
4. Ryan’s idea: build a wedding website for guests that provides wedding details, destination info, a registry, etc.
5. Ignacio: was open to all project ideas presented.

* Tech stack - JS (maybe React?)
* Some tentative roles were assigned to Zahit and Nivan

**Key Decisions**

* Everyone shared their thoughts on how heavy we should go with pursuing a project idea. We want to hit all the milestones of this class, but not take on too much and get burned out. We want to strike a balance that works for everyone as to not overwhelm any team members.
* Emphasis was made on keeping strong communication and being open.

**Action Items:**

* Think about what roles fit you best
* Complete readings before class
* Be ready to discuss project ideas with the professor on Wednesday.

Below is an example from a previous project (You shall delete this part in your meeting minutes)

**Date and Time:** 1/26/12 7 - 8PM

**Place**: Group Phone Call

**Participants:** Dan Spuches, Grace Hopkins, Craig Cato

**Minutes taker:** Dan Spuches

**Time Keeper:** Craig Cato

**Purpose:** Project Kickoff Meeting

**Agenda:**

* Determine group name
* Determine project name
* Provide effort hours so far
* Finalize communication plan
  + Google group vs. Trello
* Find and discuss related works
* Google code
  + Create project site
  + File a test bug
  + Check in/out a test document
* Brainstorm requirements
* Discuss risks
* Determine an approach/process to use
* Assign roles

**Discussion:**

* Determine group name
  + Is this the same as project name? Yes
* Determine project name
  + Yet another weight tracker - taken
  + Yet another weight program - YAWP
    - Don't want to make YAWP noise when you stand on the scale
  + BodyStats
  + Yet another weight history program
  + Yet another weigh-in program
  + Yet another weight oriented program
* Provide effort hours so far
  + Members will email hours spent so far to Grace
  + Need to decide start/end of week
    - Week starts Saturday, ends Sunday
* Finalize communication plan
  + Google group - email distribution
  + Google code - upload and track all documents (including agenda, minutes, etc)
  + Trello - Discussions/brainstorming/to-do and completed tasks
* Find and discuss related works
  + http://download.cnet.com/Weight-Tracker/3000-2129\_4-10458217.html
  + weightchart.com
    - Web based
  + weightwatchers.com
    - Web based
  + Our project is standalone, not web based, open source (differentiator)
* Google code
  + Create project site
  + File a test bug
  + Check in/out a test document
  + SVN or GIT?
    - We will use SVN
    - Tortoise SVN for windows
  + What license will we use?
    - Apache 2.0
    - What are the terms?
    - Need to tag all works with the license text from http://www.apache.org/licenses/LICENSE-2.0
* Brainstorm requirements
  + Functional
  + Non-functional
  + Desktop java standalone client
  + Not networked
  + Single user per instance
    - Future - multiple users
  + Need to be able to enter weights
  + Calculate BMI
  + Charting over time
    - Export charts?
    - Daily weight change
    - Monthly weight loss
    - Trending of data
    - Projections
  + Target weight
  + Sounds?
    - Applause for loss
    - YAWP for gain
  + Computerize printed charts
  + Print charts/data
  + Export and save functions
  + Options
    - Configurable units
      * English vs metric
      * LBS vs KG vs Stones?
* Discuss risks
  + New tools - not understanding/knowing how to use tools
  + Schedules - work and home life
  + Keep it simple/limit scope creep
  + Originality - what differentiates us from others?
  + Multiple user functionality - may be too time consuming
  + Limited time for project as a whole
* Project criteria
  + Usefulness - nobody has yet found the best way to do it, there are a lot of other ones out there, none are right yet?
  + Complexity - will be sufficiently complex
  + Originality - it is original because Craig created the concept
* Determine an approach/process to use
  + Waterfall with feedback/iteration
    - Ability to revisit requirements and re-shuffle priorities
    - Need to build in the ability to respond to risks as they arise and difficult requirements
  + Possibly some agile concepts/aspects - prototype and test driven
  + JUnit testing - test driven development
* Assign roles
  + Grace - Leader and QA
  + Craig - Configuration Mgmt
  + Dan - Implementation

**Key Decisions**

* Project name is YAWP - yet another weight-tracking program
* Google code
  + https://code.google.com/p/yawp/
  + We will use SVN on Google code
  + Source code license - Apache License 2.0
  + Labels - health, academic, java
* Time tracking
  + Week start on Sunday
  + Week end on Saturday
  + Get time to Grace by noon on Sunday
* Communication Plan
  + Use Google group for email communication
  + Use Trello for task tracking (to-do and complete) and discussions/brainstorming
  + Use Google Code for document and code repository, version control
* Roles assigned:
  + Grace - Leader and QA
  + Craig - Configuration Mgmt
  + Dan - Implementation

**Action Items:**

* Review terms of Apache license - Dan, Craig, Grace
* Submit time to Grace by noon Sunday - Dan, Craig, Grace