**Project Group-1**

**Meeting Minutes - 8th September 2017**

**CSCI-P465/565 (Software Engineering I)**

**Meeting Attendees**

Prashanth Bhat

Sagar Suresh Panchal

Sriharsha Kaluva

Meghesh Patil

**General Meeting Info**

**Meeting Purpose:**This meeting was held to introduce ourselves and talk about our professional background and to discuss our availability for our future weekly meetings. We also wanted to do a brainstorm and come up with three project themes each and finalize the top three themes.

**Start Time:** 5:00 PM **Stop Time:**5:45 PM

**Old Business**

**Action Item Status:**Not applicable

**New Business**

**Discussions Summary:** During this meeting, we introduced ourselves and talked about our educational and professional background. We performed a brainstorming session to come up with three project themes. We also discussed the availability of all the team members to decide a common place and time for the weekly meetings. Based on members’ background, we tried to even assign the roles which might change in future as it is not finalized.

**Decisions Summary:** We decided to meet at Wells Library every Friday between 5 and 8 PM. It was decided that tasks will be assigned to each team member every week and they have to take the responsibility to finish it by due date. If they are stuck with any issues, they need to inform us as soon as possible. Every day we will post our progress informally in Whatsapp group and help each other whenever required.

As Harsha has some basic knowledge of JIRA, he will arrange a quick session to teach us about JIRA. This will be done in next 3 days.

During the brainstorming session, each of us came up with 3 project themes and also an initial idea in each of those three themes. We selected the top three themes based on the number of votes. Below are the three themes:

* Social Network
* Market place System
* Account Management System

We also discussed about our professional experience to come up with an initial role allocation. I, Prashanth, will be doing the project management and also the database design. Sagar will take care of front-end. Meghesh will also help Sagar in front-end. Meghesh and Harsha will work as back-end developers. These allocations might change. Our plan is to work together and have an expert in each field. But, that does not mean we will stick to only one part of the project. A person allocated for back-end might also work for front-end sometimes based on the availability or requirements.

**New Action Items:** As of now, we don’t have many action items.

* Prashanth has to submit the minutes of meeting and three themes by 10th September.
* Harsha has to arrange a quick session to teach us about JIRA. This will be done by 12th September.

**Page Author/Creator: Prashanth Bhat  
Last Modified:** 9/9/2017