

TEAM 5

Minutes of Meeting	
Date	29 th March, 2025
Time	2:30 PM – 3:15 PM
Venue	Google Meet

Attendees

- Shahid Ahmed, Client (Eklavya Foundation)
- Team Members:
 - Aditya Chandramouli
 - Chaitanya Thogata
 - Krishiv Gupta
 - Sai Ravichandra
 - Sai Aditya Ramanathan

Meeting Objectives:

1. Demonstrate new features to the client, specifically:
 - Leave Report Generation
 - Comments and Replies
2. Clarify client queries regarding:
 - Image storage solutions, considering Cloudinary or Multer
3. Notify the client about the remaining objectives:
 - Leave recalculation
 - Responsiveness improvements




Discussion Points

1. Leave Report – Export Options : Discussed whether additional export options beyond PDF were required. The client suggested allowing on-screen display and Excel sheet export.
2. Comments and Replies Display :
 - a. Explored how comments and replies should be structured.
 - b. The client suggested to follow Facebook’s layout for better user experience.
3. Image Storage Options :
 - a. Client inquired about paths required to change image fetch locations.
 - b. Documentation for modifying fetch locations was requested.
 - c. Team suggested Multer as a better option for server-side storage.
 - d. Client requested time to explore and decide between Cloudinary and Multer.
4. First Time Login Functionality : We believed that First time login would answer their requirements but the client wanted first a random password generated by our system, which the user will use to set their password the first time, and also to provide for a forgot password functionality

Key Takeaways:

- Additional leave report export options (screen and Excel) to be implemented.
- Comments and replies display to follow Facebook’s structure.
- Client will explore Cloudinary vs. Multer before making a decision.
- First-time login process to be revised as per client requirements.

Action Items:

- **Team:**
 -  Adjust comments and replies display to match Facebook’s layout.
 -  Modify first-time login process to include system-generated passwords and a ‘Forgot Password’ feature.
- **Client:**
 -  Review Cloudinary and Multer options before finalizing.