

## TEAM 5

Minutes of Meeting	
Date	18 <sup>th</sup> April, 2025
Time	4:00 PM – 4:30 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:

- Demonstrate the progress of core functionalities as per the SRS
- Gather feedback on leave management system

## Discussion Points

1. [UI Walkthrough of Key Modules](#): Presented all major features completed so far as per the Software Requirements Specification. Client was satisfied with the overall UI and user experience.
2. [Leave Calculation Module](#):
  - ✓ Demonstrated current implementation of leave tracking.
  - ✓ Client suggested differentiation in leave calculation:
    - a. Regular employees: Leave should be calculated on a **quarterly basis**.
    - b. Contract-based employees: Should have a **different logic**
3. No major UI changes requested aside from possible future refinements in the leave module.

## Key Takeaways:

- Need to update leave calculation logic based on employee type.
- All features demonstrated were aligned with the SRS document.

## Action Items:

### This Week:

- Share updated logic for leaves with client