

4 Feb ' 16

2.00 pm, SEN lab

Absentees: None

Agenda

The meetings was to discuss the tasks that were done by the people last week and the new deadlines for pending work. New tasks were also assigned with the old ones. A draft_1 of the SRS was to be submitted by the end of 7 Feb 2016.

1. We need to assign few students to write the SRS.
2. Few students would reviewing the SRS.
3. Student to update the interview with SysAdmin
4. Student to update the MOM
5. Discussing the points to put in the SRS draft_1
6. Deciding the documentation tool for the group.

Points Decided

- **Thursday(night)** Decide the skeleton for the SRS.
- **Friday** Start writing the SRS.

Assigned tasks

###Kushan

- [] Prepare the front pages for SRS on markdown.

Nidhi

- [] Review the SRS
- [] Updating the MOM, timeline of the current week and tasks allotted

Barkha

- [] Compile current documents to create draft_1 of SRS

Kuljeet

- [] Compile current documents to create draft_1 of SRS

Saloni

- [] Update the interview and send a copy to the interviewee.

13 Feb ' 16

=====

6.00 pm, CEP ground floor

Absentees: Deergha

Agenda

1. Pre-meeting before SRS to discuss the progress of version 0. Sat through the list to finalize survey and the functionality list.
2. Discussed and ran through the basic functionalities again.
3. Each one debated as to put them in which deliverable order and how to present it.
4. Arranged them in different priorities with bare bones and second priorities. Things like need, difficulty, sub-features etc were taken care while deciding the priorities.

Points Decided

- **Saturday(night)** Finish the SRS draft for the group.
- **Sunday(morning)** Morning proof read before submission and make a version 0 following the template.

Priorities

- **Bare Bones** 1,2,3,5,6,7,9,10,11 and the rest.
- **Priority 2** 4,8,12,13,14
- **Priority 3** 12

Assigned tasks

Kushan

- [] Survey form update and get it done so can send it tomorrow on webmail (deadline: Sunday night)

Nidhi

- [] Review the SRS
- [] Updating the MOM, timeline of the current week and tasks allotted.

Barkha

- [] Compile current documents to create draft_1 of SRS by Saturday night. (add appendix for interview take from saloni)

Kuljeet

- [] Compile current documents to create draft_1 of SRS by Saturday night.

Nihit and Vadhvir

- [] Functionality update.