Meeting Minutes

Call to Order:

The third team meeting of the “Internship Management System” project was held under the supervision of Mr. Udara Samarathunge on the 10th of September 2016 at SLIIT (Lecture Hall : B502).

Attendees:

* Dasuni Kumarapperuma (Leader)
* Nayantara Jeyaraj
* Chathurika Senarath
* Senuri Sucharitharathe
* Suharsha Mendis

Previous Meeting Summary

* Main focus of this meeting was to gather client requirements. With the approval of the supervisor, the team members set up an appointment to meet the client.
* A decision was made to begin the process by creating user stories.

Meeting Minutes

* With the requirements gathered from Mr.Indraka, the members came up with user stories based on various stakeholders of the system.
* These user stories were pooled together to identify the functionality and general sub divisions of the system and the technologies and architectural design plan along with the user stories were finalized before the final submission.
* As the main categories under which all functionalities in relation to the internship management system can be performed, were identified. A basic conceptualization of the visual existence and the user interaction with the system was mapped and the overview tasks were assigned to the members in order to begin the project.
* Issues related to having the mailing/ messaging system as a sub system that doesn’t exist within the architecture, were discussed. Clarifications with Mr. Udara Samarathunge aided in concluding that the mailing/messaging system can be considered as a mere functionality within the architecture itself.
* User access and navigation within the page was deliberated in order to extend the conceptual model, turning it into a more applicable and implementable form.

With no further matters to be discussed, the meeting was adjourned at 4.30 p. m.

Report made by: Nayantara Jeyaraj

Approved by:

Team Member Supervisor

……………………………………. ……………………………………….