

# Minutes Of Meeting

<b>Project Code</b>	Team4
<b>Project Name</b>	Insurance Claim Registration System

<b>Prepared/Modified by</b>	<b>Role</b>	<b>Date of Preparation</b>
Aditya Narayan	Analyst	03/01/2019
<b>Reviewed by</b>	<b>Role</b>	<b>Date of Review</b>
Subham Kumar Agarwal	Analyst	03/01/2019
<b>Approved by</b>	<b>Role</b>	<b>Date of Approval</b>
N. Kathiresan	Training Manager	03/01/2019
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<b>Version Number</b>	1.0	

Date: 03/01/2019

Meeting Venue	Training Room 7
Date / time	03/01/2019 9.00am-10.30am
List of Participants	1.Subham Kumar Agarwal 2. Aditya Narayan 3. Kintali Akhila 4. Sai Sowmya Sundaram 5.Nithish Kodi 6.Venkata Nagaratna Murali Thuttagunta 7.Sai Charan Vorsu
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**Meeting Agenda**

1. Thorough understanding of the requirements and discussions pertaining to query tracking sheet.

**Discussions**

1. Discussions regarding the various requirements proposed by the project and the course of action to meet requirements.
2. Determining Queries to be asked for clear understanding of project.

Date: 04/01/2019

Meeting Venue	Training Room 7
Date / time	04/01/2019 9.00am-10.30am
List of Participants	1. Subham Kumar Agarwal 2. Aditya Narayan 3. Kintali Akhila 4. Sai Sowmya Sundaram 5.Nithish Kodi 6.Venkata Nagaratna Murali Thuttagunta 7.Sai Charan Vorsu
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**Meeting Agenda**

1. Distribution of responsibilities among team members.
2. Study of WBS (Work Break Down Structure) i.e planning and scheduling modules.

**Discussions**

- 1 Discussions related to distribution of tasks that will be performed by the team members.
- 2 Discussions related to case study.

**Decisions and action items:**

Action item (Assignment of task(module))	Responsibility	Planned finish Date
1. user Login, Integration of all Modules, User profile creation	Subham Kumar Agarwal	06/01/2019
2. View Policy Details Module, View Claim Detail	Kintali Akhila, Sai Sowmya Sundaram, Sai Charan Vorsu, Venkata Nagaratna Murali Thuttagunta, Aditya Narayan	06/01/2019
3. Claim creation Module,	Nithish Kodi, Subham Kumar Agarwal, Aditya Narayan	06/01/2019
4. Junit Testing Module.	Nithish Kodi	
5. Database Module.	Venkata Nagaratna Murali Thuttagunta, Sai Sowmya Sundaram, Sai Charan Vorsu	06/01/2019
6 Documentations	Sai Charan Vorsu, Kintali Akhila,	06/01/2019

Date: 07/01/2018

Meeting Venue	Training Room 7
Date / time	07/01/2019 09.00 am to 12.00 pm
List of Participants	1.Subham Kumar Agarwal 2. Aditya Narayan 3. Kintali Akhila 4. Sai Sowmya Sundaram 5.Nithish Kodi 6.Venkata Nagaratna Murali Thuttagunta 7.Sai Charan Vorsu
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**Meeting Agenda**

1. Implementation, UI, Work progress.

**Discussions**

1. Discussion on implementations, Class Diagram, UI and Database Design.

**Decisions and action items:**

Action	Responsibility	Planned finish Date
1. UI, Claim Creation, View Claim Details	Subham Kumar Agarwal, Aditya Narayan, Nithish Kodi	07/01/2019
2. Database Design, Policy, Policy Details Generation.	Kintali Akhila Sai Sowmya Sundaram, Venkata Nagaratna Murali Thuttagunta Sai charan Vorsu, Subham Kumar Agarwal	07/01/2019
3. Design of Sequence Diagram, Class Diagram, UseCase Diagram.	Kintali Akhila	07/01/2019

Date: 08/01/2019

Meeting Venue	Training Room 7
Date / time	08/01/2019 09.00 am to 12.00 pm
List of Participants	1. Subham Kumar Agarwal 2. Aditya Narayan 3. Kintali Akhila 4. Sai Sowmya Sundaram 5.Nithish Kodi 6.Venkata Nagaratna Murali Thuttagunta 7.Sai Charan Vorsu
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**Meeting Agenda**

1. Database creation done And progress in coding

**Discussions**

1. Discussions pertaining to progress in coding and Database Design.

**Decisions and action items:**

Action	Responsibility	Planned finish Date
1. Create three Roles Insured, Agent, Admin.	Subham Kumar Agarwal	08/01/2019
2. Claim creation and Claim Design.	Aditya Narayan, Nithish Kodi,	08/01/2019
3. View policy and Policy Details.	Venkata Nagaratna Murali Thuttagunta, Sai Charan Vorsu, Kintali Akhila Sai Sowmya Sundaram	08/01/2019



Date: 09/01/2019

Meeting Venue	Training Room 7
Date / time	08/01/2019 09.00am-12.00am
List of Participants	1.Subham Kumar Agarwal 2. Aditya Narayan 3. Kintali Akhila 4. Sai Sowmya Sundaram 5.Nithish Kodi 6.Venkata Nagaratna Murali Thuttagunta 7.Sai Charan Vorsu
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**Meeting Agenda**

1. Work Progress.

**Discussions**

1 Discussions related to claim creation , view policy .

**Decisions and action items:**

Action	Responsibility	Planned finish Date
1. Login part, Integrating all methods like addUser(), checkAccess(), viewAllClaims(), viewAllPolicy(), fetchUsers(), getQuestions() in all Insured, Agent and Admin.	Subham Kumar Agarwal	09/01/2019
2. Create Question_Table table in database which have some hardcoded values example questionId, question, answer, answerWeightage, etc.  3. Create Claim Details by developing getQuestions() method and integrating it with Claim Creation Part.	Aditya Narayan,	09/01/2019
4. Create Claim Creation part which is used to take information from users like claimReason, Accident Location, Accident City etc.  5. Create table Claim which is used to insert claimReason, Accident City, Accident Location etc in database.	Nithish Kodi,	09/01/2019
4. View Policy, Claim details, Documentations	Kintali Akhila, Sai Sowmya Sundaram, Venkata Nagaratna Murali Thuttagunta, Sai Charan Vorsu	09/01/2019

Date: 10/01/2019

Meeting Venue	Training Room 7
Date / time	10/01/2019 9.00am-11.00am
List of Participants	1.Subham Kumar Agarwal 2. Aditya Narayan 3. Kintali Akhila 4. Sai Sowmya Sundaram 5.Nithish Kodi 6.Venkata Nagaratna Murali Thuttagunta 7.Sai Charan Vorsu
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**Meeting Agenda**

1. Integration, Final Documentation

**Discussions**

1. Discussions related to Integration and review by respective Team Members.  
Final Documentation

**Decisions and action items:**

Action item	Responsibility	Planned finish Date
1 Final Integration to all users Insured, Agent, Admin and Report Generation.	Subham Kumar Agarwal	10/01/2019
2. Done JUnit Testing.	Nithish Kodi	10/01/2019
3. Final Documentations.	Kintali Akhila, Sai Sowmya Sundaram, Venkata Nagaratna Murali Thuttagunta, Sai Charan Vorsu, Aditya Narayan, Nithish Kodi	10/01/2019