**User stories**

**Admin Staff**

As an admin staff, I want to login to the system with my credentials so that I can manage the system.

As an admin staff, I want to do allocation or reallocation of students to their personal tutors so that all students can have their personal tutor.

As an admin staff, I want to do bulk allocation of students to their personal tutors so that I can allocate the same personal tutor to many students at once.

As an admin staff, I want to access the dashboards of other staff and students so that I can review the progress of others.

As an admin staff, I want to use ETUTORING system on all devices (e.g. Mobile phone, tablet, desktop) so that I can use this system on every device without distraction.

As an admin staff, I want to view a few reports that display the most observed pages, the liveliest users, and the browsers being used, etc.

As an admin staff, I want to view the date and time I last logged in so that I can check my account last used time for security purposes.

**Student**

As a student, I want to login to the system with my credentials so that I can use the system.

As a student, I want to have a personal tutor so that I will get advice and guidelines from my personal tutor.

As a student, I want to get notification emails when I have been allocated to my personal tutor so that I am aware of who my personal tutor is.

As a student, I want to send messages to my personal tutor so that I can connect with my personal tutor for blogging.

As a student, I want to create meetings with my personal tutor, both in person and virtually so that I can choose the desired meeting type.

As a student, I want to update and cancel meetings I created so that I can change meeting details and schedules.

As a student, I want to record meetings with my personal tutor so that I can know how many times I have joined the meeting.

As a student, I want to upload documents so that I can share the documents with my personal tutor for blogging.

As a student, I want to comment on every post, meeting and document uploaded so that I can communicate with my personal tutor for blogging.

As a student, I want to get notification emails for the events so that I can know the event details.

As a student, I want to view my personal dashboard summarizing my interactions with my personal tutor so that I can review my communication progress with my personal tutor.

As a student, I want to use ETUTORING system on all devices (e.g. Mobile phone, tablet, desktop) so that I can use this system on every device without distraction.

As a student, I want to get warning emails when I do not interact with the system over 28 days so that I can notice my interaction progress for the system.

**Tutor**

As a tutor, I want to login to the system with my credentials so that I can use the system.

As a tutor, I want to get notification emails when I have been allocated to students for personal tutoring. so that I am aware of the students I will give instructions.

As a tutor, I want to send messages to my students so that I can connect with my students for blogging.

As a tutor, I want to create meetings with my students, both in person and virtually so that I can choose the desired meeting type.

As a tutor, I want to update and cancel meetings I created so that I can change meeting details and schedules.

As a tutor, I want to record meetings with my students so that I can know how many times I have joined the meeting.

As a tutor, I want to upload documents so that I can share the documents with my students for blogging.

As a tutor, I want to comment on every post, meeting, and document uploaded so that I can communicate with my students for blogging.

As a tutor, I want to get notification emails for the events so that I can know the event details.

As a tutor, I want to view a dashboard summarizing my personal tutees list and progress which can be sorted and filtered properly so that I can review my students’ interaction progress.

As a tutor, I want to use ETUTORING system on all devices (e.g. Mobile phone, tablet, desktop) so that I can use this system on every device without distraction.

As a tutor, I want to get warning emails when I do not interact with the system over 28 days so that I can notice my interaction progress for the system.

**Product backlog**

The product backlog was created at the early phase of the project to identify and prioritize the tasks for successful development. The following table contains the list of backlog items and types in order of importance.

|  |  |  |  |
| --- | --- | --- | --- |
| ID | Backlog items | Type | Priority |
|  | Database design and schema | Technical task | High |
|  | Create UI design for Login page | Technical task | Low |
|  | Create UI design for Allocation/ Reallocation page | Technical task | High |
|  | Create UI design for admin, tutor and student dashboard | Technical task | High |
|  | Implementation for Login/ Logout function | User story | Low |
|  | Implementation for allocation of personal tutors to students | User story | High |
|  | Implementation for reallocation of personal tutors to students | User story | High |
|  | Implementation for bulk allocation of students to their personal tutors | User story | High |
|  | Implementation for email notifications | User story | High |
|  | Implementation for messaging/ commenting for blogging | User story | High |
|  | Implementation for uploading documents | User story | High |
|  | Implementation for meeting schedule (create, reschedule, cancel) from both tutor and student side | User story | High |
|  | Implementation for student dashboard | User story | Medium |
|  | Implementation for tutor dashboard | User story | Medium |
|  | Implementation for admin dashboard | User story | Medium |
|  | Implementation of responsive design | User story | Medium |
|  | Implementation of Additional features | User story | Medium |
|  | Implementation of statistics reports | User story | Medium |
|  | Implementation of exception reports | User story | Medium |
|  | Creating test plan and test log for login/ logout function | Technical task | Low |
|  | Creating test plan and test log for allocation, bulk allocation, reallocation and bulk reallocation function | Technical task | High |
|  | Black box testing for login/logout, allocation, bulk allocation, reallocation and bulk reallocation function | Technical task | High |
|  | Creating test plan and test log for blogging function (messaging, commenting and uploading documents) | Technical task | High |
|  | Black box testing for blogging function (messaging, commenting and uploading documents) | Technical task | High |
|  | Creating test plan and test log for meeting schedule (create, reschedule, cancel) from both tutor and student side | Technical task | High |
|  | Black box testing for blogging function (messaging, commenting and uploading documents) | Technical task | High |
|  | Create test plan and test log for admin dashboard, tutor dashboard and student dashboard | Technical task | Medium |
|  | Black box testing for admin dashboard, tutor dashboard and student dashboard | Technical task | Medium |
|  | Create test plan and test log for additional features and reporting | Technical task | Medium |
|  | Black box testing for additional features and reporting | Technical task | Medium |
|  | Fixing bugs for each test cycle | Technical task | High |
|  | Regression testing for bug fixes | Technical task | High |

Sprints

After identifying the product backlog, we have planned a sprint cycle to deliver a consistent result for product releases and keep the project’s impetus till the end of successful product delivery. We decided to identify two weeks’ sprint for iteration development and each sprint includes designing, database, development, documentation and testing tasks. At every sprint, all members were assigned to their responsible tasks depending on their roles and responsibilities.

We used Azure DevOps services to track our tasks and progress of completed work. In this Azure DevOps service, we created work items and a list of user stories organized by priority. This includes tools for agile planning, tracking work items, tracking team progress, reporting and visualization. The following tables are the list of our team members’ tasks, deadlines and responsibilities for each sprint.

**Meeting Minutes**

Meeting 1

|  |  |  |  |
| --- | --- | --- | --- |
| **Date:** | **Start time:** | **End time:** | **In attendance** |
| 03/02/2025 | 9:00 AM | 9:30 AM | All |
| **Agenda Items** | | | |
| * coursework plan discussion * discussion roles * discussed technologies to use | | | |
| **Discussion Points** | | | |
| * Discussed each team member’s role * Laravel framework setup | | | |
| * Planning meetings and determining sprint durations | | | |
| **Action Items** | | | |
| * Roles were assigned to each team member * Laravel framework confirmed for use. | | | |
| * Reading coursework requirements to prepare for discussion in the next meeting | | | |

Meeting 2

|  |  |  |  |
| --- | --- | --- | --- |
| **Date:** | **Start time:** | **End time:** | **In attendance** |
| 07/02/2025 | 9:00 AM | 9:45 AM | All |
| **Agenda Items** | | | |
| * Discussing functional requirement points and blogging document things | | | |
| * Assigning persons | | | |
| **Discussion Points** | | | |
| * Setup Role of system | | | |
| * highlighted the task created from user story | | | |
| * discuss using Bootstrap (Web design front-end framework) cause Laravel framework can be used with Bootstrap | | | |
| **Action Items** | | | |
| * Assigning Tasks for functional requirements | | | |
| * highlighted need to create on azure for project management, user story, meeting, meeting minutes and need to give a team name by all decision from team members | | | |
| * draw ERD (Entity Relation Diagram) | | | |

Meeting 3

|  |  |  |  |
| --- | --- | --- | --- |
| **Date:** | **Start time:** | **End time:** | **In attendance** |
| 10/02/2025 | 9:00 PM | 10:30 PM | Linn Pyae Phyo off (Leave) |
| **Agenda Items** | | | |
| * Discussion on functional requirements | | | |
| * Creating user stories | | | |
| * General project discussion | | | |
| **Discussion Points** | | | |
| * Identified main functional requirements for the e-tutoring system | | | |
| * Focus on the user roles: Student, Tutor and Admin/ Stuff | | | |
| * Created 28 user stories for these roles | | | |
| * 3 user stories need to be confirmed by client | | | |
| **Action Items** | | | |
| * Review and finalize pending user stories after client confirmation. (Assigned as group work) | | | |
| * Prepare detailed functional specifications. (Assigned as group work) | | | |

Meeting 4

|  |  |  |  |
| --- | --- | --- | --- |
| **Date:** | **Start time:** | **End time:** | **In attendance** |
| 14/02/2025 | 9:00 AM | 10:00 AM | Ye Lin Theingar off (Leave) |
| **Agenda Items** | | | |
| * Discussion on the draft prototype | | | |
| * Discuss on the draft entities | | | |
| **Discussion Points** | | | |
| * Draft prototype created with Axure RP is presented to the team and requested feedback. | | | |
| * Team members will check the prototype in detail and give feedback at the next meeting. | | | |
| * Draft entities created by Aye Myint will be reviewed and discussed at the next meeting. | | | |
| **Action Items** | | | |
| * Presentation of Draft Prototype | | | |
| * Give Feedback and discuss on draft prototype (To be done at next meeting) | | | |
| * Review and discuss about draft entities (To be done at next meeting) | | | |

Meeting 5

|  |  |  |  |
| --- | --- | --- | --- |
| **Date:** | **Start time:** | **End time:** | **In attendance** |
| 17/02/2025 | 9:00 AM | 10:00 AM | All |
| **Agenda Items** | | | |
| * Discussion each requirement based on the user roles | | | |
| * Discuss the Functional requirement | | | |
| **Discussion Points** | | | |
| * Identifies requirements based on the user roles the user’s roles in the system. | | | |
| * Discuss in detail the requirement to be displayed on each user’s dashboard. | | | |
| **Action Items** | | | |
| * Requirements have been confirmed. | | | |

Meeting 6

|  |  |  |  |
| --- | --- | --- | --- |
| **Date:** | **Start time:** | **End time:** | **In attendance** |
| 21/02/2025 | 9:00 AM | 10:10 AM | All |
| **Agenda Items** | | | |
| * Discussing database entities | | | |
| * Discussing draft UI prototype design | | | |
| **Discussion Points** | | | |
| * In addition to discussing whether to divide the users table, the members offered their thoughts on each of the entities listed. | | | |
| * The members offered feedback and their opinions on the draft prototype UI design created with Axure Rp to improve the design better. | | | |
| **Action Items** | | | |
| * After receiving suggestions from everyone involved, some entities would be redesigned. | | | |
| * Additionally, the UI design will be updated with enhanced font, color, and layout. | | | |

Meeting 7

|  |  |  |  |
| --- | --- | --- | --- |
| **Date:** | **Start time:** | **End time:** | **In attendance** |
| 24/02/2025 | 9:00 AM | 10:00 AM | Hnin Zer Sein off (Leave) Ye Lin Theingar off (Leave) |
| **Agenda Items** | | | |
| * Discussing about Design update | | | |
| * Confirm database schema | | | |
| * Review and confirm UI Design | | | |
| * Discussion about testing data | | | |
| **Discussion Points** | | | |
| * Presenting about the visual design of Admin Dashboard page | | | |
| * Asking for suggestions about the page’s design | | | |
| * Provided design feedback for better user experience and consistency. | | | |
| * Reviewed the proposed database structure and confirmed field requirements. | | | |
| * Discussed about the user sample data | | | |
| **Action Items** | | | |
| * To report the document file about the font style, color code and icons. | | | |
| * Some font style and box shadow must be changed. | | | |
| * Revise UI design based on feedback | | | |

Meeting 8

|  |  |  |  |
| --- | --- | --- | --- |
| **Date:** | **Start time:** | **End time:** | **In attendance** |
| 28/02/2025 | 9:00 AM | 9:30 AM | All |
| **Agenda Items** | | | |
| * Individual oral reports about daily tasks or specific tasks | | | |
| * Discussion about bootstrap | | | |
| **Discussion Points** | | | |
| * Brief reports of their individual task progression * The developer checks to use Laravel library bootstraps or add bootstraps from external source. | | | |
| * Things to talk about in the future scrum meetings. | | | |
| **Action Items** | | | |
| * After discussion, the team decided to use Laravel library bootstrap. | | | |
| * Admin panel user interface design (to be done at the next meeting). | | | |

Meeting 9

|  |  |  |  |
| --- | --- | --- | --- |
| **Date:** | **Start time:** | **End time:** | **In attendance** |
| 03/03/2025 | 9:00 AM | 9:45 AM | All |
| **Agenda Items** | | | |
| * Individual oral reports about daily tasks or specific tasks | | | |
| * Discussion on documentation | | | |
| * Discussion on user interface design for admin panel: presented by UI/UX designer (Hnin Zer Sein) | | | |
| **Discussion Points** | | | |
| * Brief reports of their individual task progression | | | |
| * Discuss changing database table name to make it suitable for Laravel database migration | | | |
| * Suggestion and discussion for improving the allocation and reallocation page | | | |
| **Action Items** | | | |
| * Will add about development & test plans later to the documentation. | | | |
| * To talk about testing (as testing has already started) in future meetings. | | | |

Meeting 10

|  |  |  |  |
| --- | --- | --- | --- |
| **Date:** | **Start time:** | **End time:** | **In attendance** |
| 07/03/2025 | 9:00 AM | 10:00 AM | All |
| **Agenda Items** | | | |
| * Discussion about Individual daily tasks | | | |
| * Discussion about additional features | | | |
| * Discuss the updated Prototype design of allocation, reallocation, and assign listed | | | |
| **Discussion Points** | | | |
| * All team members reported their individual daily tasks | | | |
| * All team members discussed additional features | | | |
| * Team members also discussed increasing the meeting type column in the meeting table for additional features | | | |
| * Members’s suggestions regarding the page’s search box design (Allocation, reallocations, assign listed pages) | | | |
| **Action Items** | | | |
| * Increasing the meeting type column in the meeting table for additional features (To be done at next meeting) * Created user stories and backlog items for additional features | | | |
| * Redesign the prototype of the allocation, reallocation, and assigned page’s search design based on the member suggestions (To be done at next meeting) | | | |
| * Design for the next prototype, Meeting Create in the Tutor site and Lists of the Tutor Dashboard and Student Dashboard in the admin site (To be done at next meeting) | | | |

Meeting 11

|  |  |  |  |
| --- | --- | --- | --- |
| **Date:** | **Start time:** | **End time:** | **In attendance** |
| 10/03/2025 | 9:00 AM | 10:00 AM | All |
| **Agenda Items** | | | |
| * Discussing Daily Updated actions and prototype designs | | | |
| * Discussion about listing table’s row count | | | |
| * Discussion about confirmation message box | | | |
| **Discussion Points** | | | |
| * All team members reported their individual daily tasks | | | |
| * All team members discussed the listing table’s row count | | | |
| * Team members also discussed confirmation message box and next sprint plan | | | |
| * Presenting the updated prototype designs by UI Designers | | | |
| * Presenting the Product Design by Developers | | | |
| **Action Items** | | | |
| * UI designers present the updated prototype designs and ask for suggestions. | | | |
| * After the presentation the functions which must be changed are noted. | | | |
| * Developers first time presenting the website design and some suggestions are recommended. | | | |
| * Next-sprint planning | | | |

Meeting 12

|  |  |  |  |
| --- | --- | --- | --- |
| **Date:** | **Start time:** | **End time:** | **In attendance** |
| 14/03/2025 | 9:00 AM | 10:00 AM | Ye Lin Theingar off (Leave) |
| **Agenda Items** | | | |
| * All members present by individual tasks. | | | |
| * Testing team Su Phyu Sin Naing presents the issue lists | | | |
| **Discussion Points** | | | |
| * Present on the functional and design issues related to login, logout, Admin, Dashboard, Allocation, Assign lists | | | |
| * Frontend designer Nay Chi Thin recommends keeping the meeting type design the same in the Meeting Schedules, Meeting reschedule, and Meeting details. | | | |
| **Action Items** | | | |
| * fix the function and design issues | | | |
| * To set the meeting type to the same design | | | |