**Group 04 – Zegat Online IT-Hardware Ordering System**

**Minutes of Meeting**

**07-September-2022**

**Agenda**

* Understanding the project
* Discuss functions in the project
* Decide which class needs to be added.
* SRS Preparation

**Action:**

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| --- | --- | --- |
| **Action Item** | **Responsibility** | **Planned Finish Date** |
| **Folder Creation** | Girisha M, Mohd Uzair Khan | 7-September-2022 |
| **DFD Creation** | Vaishali Jain, Vaidehee Santosh Dalvi | 8-September-2022 |
| **SRS Creation** | Twinkle Jain, Vaidehee Santosh Dalvi | 8-September-2022 |

**08-September-2022**

**Agenda**

* Discuss functions in the project
* Discussion on design document
* SRS updation in document
* Data Flow Diagram creation

**Action:**

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| **Action Item** | **Responsibility** | **Planned Finish Date** |
| **Design document** | Twinkle Jain, Vaidehee Santosh Dalvi | 12-September-2022 |
| **SRS Creation** | Mohd Uzair Khan, Vaishali Jain | 12-September-2022 |
| **DFD Creation** | Girisha M, Vaishali Jain | 12-September-2022 |

**12-September-2022**

**Agenda**

* Folder creation
* Creation of the project outline
* File handling operations to apply in program
* Using STL in program

**Action:**

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| **Action Item** | **Responsibility** | **Planned Finish Date** |
| **Project outline** | Mohd Uzair Khan, Vaishali Jain | 13-September-2022 |
| **File handling operations** | Girisha M, Vaidehee Santosh Dalvi | 13-September-2022 |
| **Implementing STL** | Twinkle Jain, Mohd Uzair Khan | 13-September-2022 |

**13-September-2022**

**Agenda**

* Discussion on functions in case study
* Flow chart
* Discussion of Data Flow Diagram
* Designing Data Flow Diagram Level 0 and Level 1

**Action:**

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| **Action Item** | **Responsibility** | **Planned Finish Date** |
| **Designing flow chart** | Vaishali Jain, Twinkle Jain | 13-September-2022 |
| **DFD Level 0** | Vaidehee Santosh Dalvi, Girisha M | 13-September-2022 |
| **DFD Level 1** | Mohd Uzair Khan, Girisha M | 13-September-2022 |

**14-September-2022**

**Agenda**

* Documentation (Minutes of meeting)
* SRS in excel format
* Discussing project after changes in case study and group members
* Changes in file handling functions

**Action:**

|  |  |  |
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| **Action Item** | **Responsibility** | **Planned Finish Date** |
| **Documentation** | Vaidehee Santosh Dalvi, Twinkle Jain | 15-September-2022 |
| **SRS in excel sheet** | Girisha M, Vaishali Jain | 15-September-2022 |
| **File handling** | Mohd Uzair Khan, Twinkle Jain | 15-September-2022 |

**15-September-2022**

**Agenda**

* Preparation of RTM
* Designing Story Board
* Updation of SRS in excel sheet

**Action:**

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| --- | --- | --- |
| **Action Item** | **Responsibility** | **Planned Finish Date** |
| **SRS Creation** | Girisha M, Mohd Uzair Khan | 15-September-2022 |
| **RTM Creation** | Vaishali Jain, Vaidehee Santosh Dalvi | 15-September-2022 |
| **Designing story board** | Twinkle Jain, Vaidehee Santosh Dalvi | 15-September-2022 |

**16-September-2022**

**Agenda**

* Designing of menu part
* Creation of the project outline
* File handling operations to apply in program
* Validations for function inputs

**Action:**

|  |  |  |
| --- | --- | --- |
| **Action Item** | **Responsibility** | **Planned Finish Date** |
| **Designing menu part** | Twinkle Jain, Vaidehee Santosh Dalvi | 19-September-2022 |
| **File handling** | Mohd Uzair Khan, Vaishali Jain | 19-September-2022 |
| **Validation** | Girisha M, Vaishali Jain | 19-September-2022 |

**19-September-2022**

**Agenda**

* Designing ER Diagram
* Designing of Use case Diagram
* Creation of design document
* Updations of Functions in coding

**Action:**

|  |  |  |
| --- | --- | --- |
| **Action Item** | **Responsibility** | **Planned Finish Date** |
| **Design document** | Mohd Uzair Khan, Vaishali Jain | 21-September-2022 |
| **ER diagram** | Girisha M, Vaidehee Santosh Dalvi | 21-September-2022 |
| **Use Case diagram** | Vaidehee Santosh Dalvi ,Twinkle Jain | 21-September-2022 |
| **Coding in functions** | Mohd Uzair Khan, Girisha M | 21-September-2022 |

**20-September-2022**

**Agenda**

* Designing Sequence Diagram
* Designing flow chart
* Functions in coding
* Class diagram

**Action:**

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| --- | --- | --- |
| **Action Item** | **Responsibility** | **Planned Finish Date** |
| **Sequence diagram** | Vaidehee Santosh Dalvi, Girisha M | 21-September-2022 |
| **Flow chart** | Mohd Uzair Khan, Vaishali Jain | 21-September-2022 |
| **Functions in coding** | Twinkle Jain, Vaidehee Santosh Dalvi | 21-September-2022 |
| **Class diagram** | Mohd Uzair Khan, Vaishali Jain | 21-September-2022 |

**21-September-2022**

**Agenda**

* Designing Sequence Diagram
* Pseudo code
* Functions in coding
* Validations

**Action:**

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| --- | --- | --- |
| **Action Item** | **Responsibility** | **Planned Finish Date** |
| **Sequence diagram** | Twinkle Jain, Girisha M | 21-September-2022 |
| **Pseudo code** | Mohd Uzair Khan, Twinkle Jain | 22-September-2022 |
| **Functions in coding** | Girisha M, Vaidehee Santosh Dalvi | 21-September-2022 |
| **Validations** | Vaishali Jain, Vaidehee Santosh Dalvi | 21-September-2022 |

**22-September-2022**

**Agenda**

* HLD LLD Document
* Pseudo code
* File handling
* Commenting

**Action:**

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| **Action Item** | **Responsibility** | **Planned Finish Date** |
| **HLD LLD Document** | Girisha M, Vaishali Jain | 22-September-2022 |
| **Pseudo code** | Mohd Uzair Khan, Girisha M | 22-September-2022 |
| **File Handling** | Vaidehee Santosh Dalvi, Twinkle Jain | 22-September-2022 |
| **Commenting** | Mohd Uzair Khan, Vaishali Jain | 22-September-2022 |

**23-September-2022**

**Agenda**

* Implementing tools
* Unit testing, Integration testing
* Making PPT
* Uploading in folders

**Action:**

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| --- | --- | --- |
| **Action Item** | **Responsibility** | **Planned Finish Date** |
| Implementing tools | Vaidehee Santosh Dalvi, Twinkle Jain | 23-September-2022 |
| Unit testing, Integration testing | Mohd Uzair Khan, Vaishali Jain | 23-September-2022 |
| Making PPT | Girisha M, Vaishali Jain | 23-September-2022 |
| Uploading in folders | Mohd Uzair Khan, Girisha M | 23-September-2022 |