**HandyEat**

**Group Project Report**

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SEIS 610 - 02 Software Engineering

University of St. Thomas

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**Background - Yu**

College students and office employees usually have limited time for lunch or dinner in weekdays due to their class schedule or company lunch time policy. In order to help college students and office employees to save time on dine-in service, we developed our HandyEat mobile App. Customers are able to sit, order food and make payments themselves via our HandyEat App on their mobiles which allows customers’ waiting time to be shortened. In the meantime, as both the needs of waiters and dine-in time will be decreased correspondingly, it also helps restaurants to reduce the cost of workforce by eliminating the number of waiters on duty and to improve table usage rate to improve restaurants’ profits.

**Team members’ tasks and work log**

Generally, we are meeting 15 minutes in advance prior to class on every Tuesday to touch base with every team member to make sure everyone is good with their tasks. Below are 7 major meetings we have been held. It includes each members’ task and work log. All three members have attended all meetings.

**Minutes for first meeting**

Call to Order

First meeting of group project was held on 10/2/2017 at Anderson Student Center. It began at 6pm and finished at 8pm.

Agenda Items

1. Making draft calendar plan for group project.

2. Assigning tasks to each group member with deadline dates.

3. Helping each other to understand actions need to be taken in the following weeks. Making sure everyone is on the same page.

Action Items

1. Doing research and collecting data – getting more info for project.

2. Creating project on GitHub.

3. Determining targeting users, analyzing users’ needs, completing marketing scale analysis, and listing potential deliverables by 10/9/2017.

4. Completing group project plan by 5pm 10/9/2017. Reviewing & Revising group project plan by 3pm on 10/10/2017.

5. Listing constraints, determining developing method and listing all potential tools by 10/16/2017.

6. Holding meetings online as often as needed. Group members touch base on a regular basis for 15 minutes before each class.

**Minutes for second meeting**

Call to Order

Second meeting of group project was held on 10/28/2017 at O’Shaughnessy Science Hall. It began at 1:30 pm and finished at 4:00 pm.

Agenda Items

1. Reviewing each member’s task progress – ahead or behind? Still on the correct track/direction?

2. Discussing each member’s task writing draft – completing all parts need to be writing up? Items need to be added, deleted or edited?

3. Gaining better understanding of our developing App via each members’ completed task

Action Items

1. Completing every tasks’ midterm review – submitting via GitHub no later than 5pm CST on Monday, 10/30/2017.

2. Holding another quick meeting on Monday night, 10/30/2017 to make a final review for midterm review report. Make sure all team members agree what looks like in the final publishing report. Exact meeting time – TBD.

**Minutes for third meeting**

Call to Order

Third meeting of group project was held on 11/12/2017 in O’Shaughnessy – Frey Library Center. It began at 3:30 pm and finished at 5:00 pm.

Agenda Items

1. Reviewing each member’s task progress – ahead or behind? Still on the correct track/direction? – Overall, a bit behind but it’s still on control. Plan date got updated correspondingly.

2. Reviewing and discussing API and Functionality. Items need to be added, deleted or revised?

3. Gaining better understanding of our developing App via each members’ completed task

4. Helping each other to understand actions need to be taken in the following week. Making sure everyone is on the same page.

Action Items

1. Completing Flow Chart, Logo and UI by 3pm on 11/19/2017.

2. Meeting at O’Shaughnessy – Frey Library Center at 3pm on 11/19/2017 for fourth meeting to review Flow Chart, Logo and UI

3. Meeting on 11/24 for first practice of presentation. Exact time and location – TBD

4. Meeting on 11/26 for final practice of presentation. Exact time and location – TBD

**Minutes for fourth meeting**

Call to Order

Fourth meeting of group project was held on 11/19/2017 in O’Shaughnessy – Frey Library Center. It began at 3pm and finished at 4:30pm.

Agenda Items

1. Reviewing Flow Chart, Logo and UI. Discussing any parts need to be added, deleted or revised.

2. Revisiting presentation requirement.

3. Discussing PowerPoint idea & content.

Action Items

1. Completing DFD and UI.

2. Power Point formatting & Key points.

3. PPT draft due on 11/22 – meeting online at 8pm: discussing PPT and assigning presentation tasks.

4. Meeting on 11/24 for first practice of presentation. Location: 2800 Rustic Pl, Little Canada, MN, 55117. Time TBD.

5. Meeting on 11/26 for final practice of presentation. Exact time and location – TBD.

**Minutes for fifth meeting**

Call to Order

Fifth meeting of group project was held on 11/24/2017 at 2800 Rustic Pl, Little Canada, MN, 55117. It began at 9:30am and finished at 11:30am.

Agenda Items

1. Reviewing DFD and UI

2. Reviewing PowerPoint draft (formatting & Key points)

3. Going through each member’s presentation contents

4. Assigning timeline for each member’s presentation to ensure the complete presentation will be within 12 mins

Action Items

1. Updating DFD and UI based on teammates’ feedback

2. Revising PPT based on DFD and UI changes

3. Meeting on 11/26 for final practice of presentation in O’shaughnessy – Frey Library Center at 3:30pm

**Minutes for sixth meeting**

Call to Order

Sixth meeting of group project was held on 11/26/2017 in O’shaughnessy – Frey Library Center. It began at 3:30pm and finished at 5:00pm.

Agenda Items

1. Reviewing DFD and UI

2. Each team member practices their own presentation part in front of other teammates

3. Practicing presentation all together as a team

Action Items

1. Finalizing Presentation PowerPoint

2. Meeting on 11/28 at 4pm in classroom LL18 to do final presentation practice

3. Starting to write draft for final report

4. Meeting on 12/9 to discuss final report draft. Time & Location – TBD

**Minutes for seventh meeting**

Call to Order

Seventh meeting of group project was held on 12/09/2017 in O’shaughnessy – Frey Library Center. It began at 5pm and finished at 6:00pm.

Agenda Items

1.Reviewing Final Report Draft – each team member goes through their own parts with the rest team

Action Items

1. Revising each member writing parts based on teammates’ feedback

2. Meeting online at 8pm on 12/10/2017 to finalize final report