

Meeting Minutes

Subject	Project Proposal and Requirements			
Date/Time	27 Aug 25, 3:15 p.m. - 4:30 p.m.		Venue	SWLAB3
Attendees		Non-attendees		
Athena Chloie Quang Chong Yao Nelly Anthony Zi Jian		N/A		
Chaired By			Chloie	
Previous Meeting Minutes Reviewed			N/A	
Progress Updates				
Task	Problem/Issue/Progress	Solution/Action	Taken By	Due Date
Team Formation & Roles	Need to allocate clear responsibilities	Roles assigned according to interests	Team	27 Aug 25
GitHub Setup	Need to register team online to gain access to repository	Register team and setup repo with necessary folders	Nelly	27 Aug 25
Project Idea	Multiple ideas - Convert comments into document for easy reading - Web scraping to check for fake news - Fiver but for code ONLY - Care service for animals	Agreed on web application for pet owners to find pet services (i.e. Day Care, etc.)	Team	27 Aug 25
Development Platform/ System Architecture	Options: React + TypeScript (frontend), FastAPI + MySQL (backend)	Decided on Layered Architecture, to finalize tech stack by next lab	Chloie	10 Sep 25
Project	Draft proposal for pet	To be written before	Athena	10 Sep 25

Proposal	service web application	the next lab	Nelly Chloie	
Use Case Model	Define actors and use cases	To be written before the next lab	Zi Jian Quang	10 Sep 25
Backlog	Draft backlog for initial features	To be written before the next lab	Anthony Chong Yao	10 Sep 25
Decisions Made				
<ul style="list-style-type: none"> • Software Project Roles • Project Idea - Pet Service Web Application • System Architecture - Layered Architecture 				
Next Meeting	2 September 2025, 8pm @ Online			
Meeting Minutes Approval	Approved by Chloie, 27 Aug 25, 4:20 p.m.			