

# A Survey on Web-based Meeting Scheduling Application

ST Thalawattha, DU Vidanagama

*Department of Information Technology, Faculty of Computing, General Sir John Kotelawala Defence University, Ratmalana, Sri Lanka*

**Abstract.** The meeting is an important part of daily life to discuss and share information. There is a different kind of methods, approaches, and techniques that have been used to hold meetings. But scheduling a meeting is not as easy as having a meeting. So, various types of scheduling applications consisting of different functionalities can be seen. Although there are many meeting scheduling applications, the traditional method is the most commonly used due to its shortcomings. In this paper, the research methodology consists of a survey done with the participation of 82 responders. The descriptive statistic method was used for data analysis. According to results, issues in informing about the meeting, sending agenda and minute properly, issues in selecting the best time for most participants can and waste of time and papers are indicated as major issues. In the proposed system, when the initiator selects participants, the system looks at their schedules and gives a convenient time most can. After inviting the initiator to the participants, they can respond by looking at the agenda. Therefore, the web-based meeting scheduling application provides a huge advantage for all who hold meetings.

**Keywords:** *Web Application, Meeting, Scheduling*