**MEETING REPORT**

**Team Name:** FMS  **Date of Meeting:**  26/03/2019

**Start Time:** 12:30 **End Time:** 14:30 **Meeting Location:** E312 / Epoka Campus

**Moderator:** Eda Muka **Recorder:** Dhimitraq Stambolliu

**Other Members Present:** Goldena Hoxhaj, Kejsi Kallmeti, Pulia Letizia Naska, Marina Piro

**Members Absent:**  None

**Topics Discussed:**

In this meeting we discussed about user requirements in details. Additionally, we decided to have two users for our FMS and analysed functions of every user. Also, we designed some sketches in order to have a general structure idea. Regarding requirements specification document, we divided the work for every group member.

**Decisions Made:**

* Framework which will be used is Symfony
* Having a virtual skype meeting about the progress of every member

**Tasks Assigned:**

Related to requirements specification, we have divided the work as below:

1. Executive Summary – Dhimitraq Stambolliu
2. Product/Service Description – Goldena Hoxhaj
3. 3.1 Functional Requirements – Kejsi Kallmeti

3.2 Non-Functional Requirements

3.2.1-3.2.4 - Marina Piro

3.2.5-3.2.8 - Eda Muka

3.2.9-3.3 - Pulia Letizia Naska

**Time, Place and Agenda for Next Meeting:**

Next meeting will be held at the same time ( 12:30-14:30), in the same classroom E312 at Epoka Campus. Next meeting will be focused on individual work and discussion about user scenarios/use cases in the requirements specification.