**MEETING REPORT**

**Team Name:** FMS  **Date of Meeting:**  31/03/2019

**Start Time:** 10:00 **End Time:** 12:00 **Meeting Location:** Mon Cheri Coffee Shop/Tirana **Moderator:** Eda Muka **Recorder:** Dhimitraq Stambolliu

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

**Members Absent:**  None

**Topics Discussed:**

This meeting was unpredictable and instead of a virtual skype meeting we decided to gather together and exchange ideas better face to face. In this meeting we discussed about user requirements specification. What we discussed in details was the progress of our work in every task we had in the documentation. Moreover, we designed some new sketches and went in details through every step of work. Also, we changed a few things, trying to get improved and to have final first draft of our work until right now.

**Decisions Made:**

· Framework which will be used is Symfony

· Having a meeting about the first final draft of every member

**Tasks Assigned:**

* Designing and drawing some new sketches
* Editing and formatting everyone's document
* Completing our work next week

**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, first final draft and printing the hardcopy of the requirements specification document.