

MEETING REPORT WEEK 1

Team Name: Group 7 CEN A

Date of Meeting: 30/03/2022

Start Time: 10:30 **End Time:** 11:45

Meeting Location: EPOKA Halls

Moderator: Megi Nako

Other Members Present: Alban Xhepi
Alesio Gega
Endi Qose
Muhammed Yumer Chalashkan
Tea Papa
Yusuf Bera Ermis

Members Absent: None

Topics Discussed:

During this first meeting we got to know each other better which is a key factor into a good cooperation for this project. After the friendship bridges were built, we elected the leader. Then we decided for the ways of communication and how frequently we would hold the upcoming meetings. After we established the ways of communication, the project topic discussion began. The big idea where everyone agreed was to be focused on management systems. Later on we brainstormed a list of ideas such as School management system, Movie Platforms, Ticketing (incidents) Management systems and the main idea which seemed to be liked by everyone was a Traveling Management Platform. Upcoming in our discussion the technologies to be used were discussed. After each one of us expressed his liked technologies and how we would possibly better develop this product we created some smaller teams such as Front-End, Back-End and Database Team. During those first weeks, since we are working on the general idea, those small teams inside the group won't be very functional since we firstly need to shape the product and then divide the specific works.

Decisions Made:

- The platform of communication would be a Whatsapp group since everyone is more active on this platform.
- Upcoming meetings would be once a week probably every Tuesday or Wednesday according to our timetables. (The possibility of having more than one meeting per week was discussed and seemed a good option.)
- Leader of the group was elected Megi Nako
- Topic of project: Traveling Management Platform
- Technologies to be used:
 - Frontend (HTML/CSS/JS why not frameworks)
 - Backend (PHP)
 - Database (MySQL)

Tasks Assigned:

- Leader needs to create the main Github repository
- Creating Github accounts (if any member does not already have one)
- Learning how to use Github as a group and write wikis
- Studying the market of travel agencies and how users interact with them
- Researching for similar travel platforms

Time, Place, and Agenda for Next Meeting:

Date: Next Tuesday 05/04/2022

Time: 9:30 – 11:30

Place: EPOKA Halls