**MEETING REPORT**

**Team Name: Group 4 / Library Management System Date of Meeting: 06/04/2023**

**Start Time: 11: 00 End Time: 12:00 Meeting Location: Epoka University**

**Moderator: Amara Cela Recorder: Amara Cela**

**Other Members Present:** [Anita Mjeshtri](mailto:amjeshtri21@epoka.edu.al)**,John Nase, Irisa Nazari, Patrik Madhi,**

**Sara Beberi**

**Members Absent: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Topics Discussed:**

During the weekly meeting the team discussed the finished product of the previous stage: the documentation of the project overview, the scope of the project, the specifications, the user characteristics and the functional, non-functional and domain requirements.

**Decisions Made:**

After proposing new ideas or improvements on the work, the leader finalized the first version of the documentation for the project.

**Tasks Assigned:**

* Amara Çela is assigned the DFD diagrams.
* Anita Mjeshtri is assigned the BPMN.
* Irisa Nazari is assigned the ERD and RS.
* John Nase is assigned the use case diagrams.
* Patrik Madhi is assigned the state diagrams.
* Sara Berberi is assigned the activity diagrams.

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

09/05/2023 - Epoka University, Review of diagrams