**Minutes**

-Location:R10  
-Date: 1-09-2021  
-Time: 3:30-4:00

Attendees:

* Boakye-Buah, Kenneth K.A. -Chairman/Notator
* Sander Boers-Time Manager
* Andrija Hanga- Minutes

Topics:

Application:

* Roles of users:

-A General manager should be able to add employees and assigns roles to them. They should be able to change the accessibility roles to the application as well.

-A warehouse/Store employee can request a schedule change. If they’re working full time they are scheduled for the whole day (Meaning they work morning/afternoon and evening) They are only allowed a maximum of 30 days off from work per year. They are paid monthly but earn hourly. Their personal information like their names, Emails, Phone.., but most importantly an emergency numbers to call when they don’t come to work.

-Hr Manager (Human resources Manager) is the administrator of the application. They can do the same thing as a manager. But they cannot order stocks for the warehouse and store.

* Contracts :

-Stand-by: Can be a full time or part-time employee. They can be called in whenever and have their shift changed to fill in for another sick or missing employee.

-Full-time: Are employees that are scheduled to work for the whole day

-Part-time: Are employees that are scheduled to work either morning, afternoon and evening shifts

* Salary:

-Jupiter financial administration handles the salary calculation of each employee, so we don’t handle that in the application. But each employee earns per hour and are paid monthly, so we should find a way to automate that.

* Sick Employees:

-Sick employees need to report in sick, the Hr management(administrator) should receive a notification about sick employees.

* Days Off:

-Employees asking for a day off need to make a request to the Hr management (administrator) and await and response.

* Extra Info:

-Employees personalised information can be changed by them.

* Logo:

-Find the logo in the reader.

* Priorities development:

-The client expects a C# application and various functionalities for the warehouse and store.

* Department:

-The client wants the department phone, games and electronics but the application should be open for more departments to be added.

* Final features:

-Make the application simple and short, make it cleaning and all the functionalities as promised should work.