

MEETING REPORT

Team Name: Hotel Transylvania **Date of Meeting:** 11/03/2025__

Start Time: 11:30__ **End Time:** 12:30__ **Meeting Location:** Epoka
University__

Moderator: Artemisa Hasalami **Recorder:**__

Other Members Present:

-Arsildo Veliu
-Brikena Papadhopuli
-Erta Llenga
-Esta Cekrezi
-Ester Pashtranjaku
-Megi Almadhi

Members Absent: None

Topics Discussed:

1. Product Description

1)General Purpose: The system is designed to streamline hotel operations by managing reservations, check-ins/check-outs, customer information, and payment processing. It aims to enhance efficiency, improve customer experience, and provide seamless integration with financial and customer management tools.

2)Product Context: The system will be used by hotel staff, receptionists, managers, and customers for making reservations. It will integrate with online booking platforms and payment gateways.

3)User Levels:

-Administrator: Manages the entire system, user permissions, and reports.

-Receptionist: Handles room bookings, check-ins, and customer requests.

-Customer: Books rooms online, views reservation history, and makes payments.

1)Functional Requirements

-Reservations & Bookings:

-Check-in/Check-out Management:

- User Management:
- Payment Processing:
- Reports & Analytics:

2)Non-Functional Requirements

- Performance:
- Security:
- Scalability:
- Usability:
- Reliability:

Decisions Made:

- Requirement Prioritization: Functional requirements will be grouped based on user roles (Admin, Receptionist, Customer) for clarity.
- Technology Stack Discussion: Potential technologies (database, backend, frontend) will be considered in upcoming meetings.
- Security Measures: The system will implement role-based access control (RBAC) and data encryption for user data.
- Version Control & Collaboration: All documentation and code will be uploaded to GitHub for version tracking.
- Task Assignments:

Tasks Assigned:

- 1-Product Description will be worked by Artemisa and Brikena
- 2-Functional Requirements will be worked by Erta and Esta
- 3-Non-Functional Requirements will be worked by Arsildo,Ester and Megi

Time, Place, and Agenda for Next Meeting:

Time->14:30-15:30 Monday

Place->Epoka University

Agenda:

- 1)We will see other functional and non-functional requirements
- 2)We will discuss and add Product Requirements
- 3)We will see and add Usability, Performance Requirements and will see their availability and their security
- 4)We will see and add the the Organizational Requirements and External Requirements