

## **Project Description**

AGMEETING is a meeting software designed to streamline the process of company meetings in accordance with Robert's Rules. The software is designed to be used on any device with internet browsing capabilities. The users of the software are separated into 3 categories, Participant, Moderator, and Administrator. The software's main function is to facilitate efficient communication during meetings through the use of an interactive agenda. The moderator sets up the meeting structure by adding items to the agenda and then the participants use this agenda to vote or discuss various items or proposals. The target user group for this software would be mid to large scale companies that have meetings frequently, as well as companies that have employees traveling that can participate remotely. This software can also be used by smaller companies or startups through the light version of the application which removes some of the larger scale features.

## **Target User Groups**

Mid to large scale companies: This user group will use the software in its full capacity. This is the focus user group for the program as many of the features cater to large scale meetings with many participants. This user group will most likely be using features such as templates while fully making use of all three roles. This user group is also more likely to have remote participants as larger sized companies may have employees working in different regions.

Smaller companies and startups: This user group will more likely benefit from the stripped down light version of the application as their meetings will more likely consist of less agenda items and have fewer members. This user group is also more likely to have moderators and administrators acting as participants or having a single person function as both the administrator and moderator.