

MEETING REPORT

Team Name: (undecided)

Date of Meeting: 13.03.2024

Start Time: 10:40 am **End Time:** 12:00 am **Meeting Location:** Epoka Cafeteria

Moderator: Era Fejza

Recorder: Aurora Zhibaj

Other Members Present:

Dea Molla, Ema Kola, Ersido Dingo, Franko Kaloshi, Herion Halilaj

Members Absent: None

Topics Discussed:

Review of previous meeting and brainstorming session regarding the scope of the project and general user requirements.

Decisions Made:

Discussed and finalized general user requirements based on previous discussions. These requirements will serve as the foundation for the system's development, ensuring it aligns with the needs of its primary users.

Decided on developing a more student-centered system rather than a university wide one. Given the challenges encountered with our previous approach to university management, our team proposes a shift in focus towards a more streamlined solution: a student management system. This refined scope will exclusively address entities directly or indirectly involved in student interaction, omitting operations like staff recruitment and inventory management.

Tasks Assigned:

The members of the team have to come up with their set of user requirements based on each type of user:

Herion and Franko will outline the Student requirements.

Dea and Ersido will outline the Academic Staff requirements.

Ema, Era and Aurora will outline the Administrative Staff requirements.

Time, Place, and Agenda for Next Meeting:

20 March 2024, School Cafeteria.

Reviewing each other's work and findings. Work on next week's task.