MEETING REPORT

Team Name: [Undecided]   **Date of Meeting:** 10.03.2025

Start Time: 13:30   **End Time:** 14:30   **Meeting Location:** Epoka's Cafeteria

Moderator: Entea Bakiasi   **Recorder:** Ema Kuka

Other Members Present:
Martin Vila, Ersi Majkaj, Evian Tershalla, Mikael Xhangolli, Klea Koxha

Members Absent: None

Topics Discussed:
Review of previous meeting and the decisions we took. Revision of the work done the week before and brainstorming session for new non-functional requirements.

Decisions Made:
Went through and reviewed the functional requirements once again and made some slight adjustments to better align them with our software's design, ensuring a more user-friendly experience. We also revisited the non-functional requirements and made necessary modifications to improve overall performance and usability.
Additionally, we rediscussed the scope and the roles of different actors of our software to keep everything aligned and up to date, making sure that all the requirements and project details remain consistent. This was important to ensure our software remains as useful and effective as possible as well as to maintain clarity in our development process and deliver a well-structured final product.

Tasks Assigned:
Two groups of three members each will work with functional and nonfunctional requirements.
Ema, Evina & Mikael - functional requirements based on user level.
Entea, Ersi & Klea - non-functional requirements based on our system's functionalities.
Martin will help both groups and review the requirements to ensure their work is in alignment with the scope of the project and it is useful for each user level.

Time, Place, and Agenda for Next Meeting:
19.03.2025, Epoka's Cafeteria.
We will review each other's work as well as work on next week's task.