**Minutes of the Meeting**

**Date**: 13.02.2020

**Location**: R1\_2.20

**Participants**:

* Kaloyan Aleksiev - Present
* Velimir Vukašinović - Present
* Aleksandar Popov - Present
* Cristina Sona – Present
* Client (Mieke van Vucht) - Present

**Agenda topics**

* What kind of functionality would you like your desktop application to have?
* And what about the website?
* What kind of information would you like your software to store about the employees?
* What about the stocks?
* Should the desktop application be made only for administrators, so that no employee would be able to use it?
* Should the website be suited only for employees to use?
* Would you like the employees to be able to access their statistics, or should that be a feature just for the administrators?
* How would you like the attendance to be recorded?
* Should the shelf stock requests be sent by employees or would you like this to happen automatically when a certain product falls below a certain number?
* Should the shifts be scheduled for a week/month/couple of months?
* If an employee can't be there on his shift, can the schedule be changed, what should the employee do?
* Should the information about each employee be changed by the employee themselves, or only the administrators?
* Is there a difference between normal, workers and depot workers?
* Should depot workers have access to more features (i.e. Restock request)?
* Do you have any preferences about the color scheme of the application and the website? Any other design preferences?

**Conclusions**

* All the functionality needed is in the initial interview
* Employees can see the schedule and call in sick through the website
* Management can see an employee’s department, position and salary
* Other employees don’t see everyone’s personal information
* Administration should be able to create schedules and change positions
* Depot workers should be able to send restock requests
* Depot workers can access the info about stock (Stock requests)
* Everyone can access the website
* Schedules for each month
* Restock requests should be automatic
* Depot workers take care of restocking when needed
* Manual input for attendance
* Statistics for profit (how much has been sold and bought)
* Buying and selling
* Statistics for sick employees (who’s been sick a lot)
* Who sells the most?
* Only administration/management can view employees’ statistics
* Project plan has to be prepared just for the client – not too many complicated details