

MEETING REPORT(Week 8)

Team Name: Software Coders

Date of Meeting: 05/09/2023

Start Time: 11:30

End Time: 12:15

Meeting Location: Epoka University

Moderator: Bruno Bajo

Recorder: Leand Xhengo

Other Members Present: Leand Xhengo , Klaus Aga, Arvi Agalliu, Endri Shenplaku, Alan Petro

Members Absent: No one

Topics Discussed:

Project Overview:

During Week 8, our team had two main goals. First, we wanted to improve the features of the administrator panel to make it easier for administrators to use. This involved focusing on tasks related to managing employees. Second, we put more effort into creating detailed project documentation. This documentation serves as a clear guide for how users will interact with our product and includes specific examples of different situations they may encounter.

Decisions Made:

1. **Administrator Panel Development:** The panel's user interface saw significant improvements, with the addition of 'Employees' and 'Finance' buttons to the sidebar. The new 'Employees' section now showcases employee data in an easily digestible card format, improving the admin's ability to manage personnel.

2. **Employee Removal Feature:** Work began on the 'Remove Employee' functionality, aiming to provide admins with an efficient means to manage staff changes. Interestingly, the removal process is designed to merely mark an employee as 'inactive' rather than deleting their data, considering potential rehires in the future.
3. **Project Documentation:** The team worked extensively on Sections 4.1.1.1, 4.1.1.2, and 4.1.2 of the project documentation, expanding on user scenarios and cases. This further clarified the project's objectives and aligned the development tasks accordingly.

Tasks Assigned:

1. **Contract Creation and Communication:** As the administrator panel's enhancement continues, the primary focus for the upcoming week will be to establish a smooth process for creating contracts and notifying employees. This will involve developing a new feature that allows administrators to create contracts, fill in necessary details, and send them to employees. On the other end, the employee panel will need a feature to view these contracts and notify the employees of new contract requests.
2. **Improvement of the Admin and Employee Panels:** Further improvements and adjustments on both panels are to be made, such as the addition of an "update" button on the contract cards and replicating the contract card container design in the Employee section for consistency.
3. **Continued Documentation:** The work on the project documentation is set to continue, with the focus on expanding the Use Case Diagrams and Activity Diagrams sections. This will provide a comprehensive overview of different user interactions within the system and the underlying processes.

Time, Place, and Agenda for Next Meeting:

Next Meeting:

The next meeting will be held at Epoka University at _05/16/2023 11:30(time).