

## **MEETING REPORT(Week 5)**

**Team Name:** Software Coders

**Date of Meeting:** 04/19/2023

**Start Time:** 10:30

**End Time:** 11:45

**Meeting Location:** Epoka University

**Moderator:** Bruno Bajo

**Recorder:** Kevin Shemili

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

**Members Absent:** No one

### **Topics Discussed:**

#### **Project Overview:**

This week was focused on fulfilling the documentation. We made a fair distribution of tasks among the team members in order for each of them to be able to show his best. We were able to fulfill the documentation till chapter 3. Each of the members successfully took responsibility for what they were asked for.

#### **Decisions Made:**

During this week we made several decisions that lead to the completion of documentation. Here is an overview of how the tasks were distributed among the team members:

- Tasks 2.2, 3.1 and 3.2.1.1 are common. Everyone will fill them according to the specific task that has in the project.

These are the individual tasks:

Kevin Shemili:

- 1.2,
- 3.2.2.3,
- 3.2.3.3,
- 3.2.2.4

Bruno Bajo:

- 1.1,
- 3.2.2.2,
- 3.3,
- 3.2.3.2

Endri Shenplaku:

- 2.1,
- 3.2.2.1,
- 3.2.2.7

Alan Petro:

- 2.5,
- 3.2.1.3,
- 3.2.1.6,

Arvi Agalliu:

- 2.3,
- 3.2.1.2,
- 3.2.2.5,

Klaus Aga:

- 2.4,
- 3.2.1.5,
- 3.2.2.6

Leand Xhengo:

- 3.2.1.1,
- 3.2.1.4,
- 3.2.1.7

### **Tasks Assigned:**

For the next week here are some tasks that should be considered by the team members:

1. Regarding the corresponding panel the team members should decide which part he would like to be responsible for.
2. The team will hold account for changing the frontend template that we found online according to our project requirements.

3. Each team member should change the frontend according to the specific panel that he belongs to.

**Time, Place, and Agenda for Next Meeting:**

Next Meeting:

The next meeting will be held at Epoka University at \_04/26/2023 10:30(time).