

MEETING REPORT 01

Team Name: GMS

Date of Meeting: 12/03/2024

Start Time: 11:40

End Time: 13:40

Meeting Location: Epoka University

Moderator: Lora Shima

Recorder: Marvin Kika

Other Members Present: Tea Aleks, Krisli Kulari, Elisa Koka, Rezart Toli, Enkel Vathi.

Members Absent: None

Topics Discussed:

1. We created a WhatsApp group where we will communicate with each other.
2. We discussed where and when the team meetings will take place in the future.
3. Each member gave an idea what the system could be about. Some of the ideas were:
 - Library Management System
 - School Management System
 - Real Estate Management System
 - Parking Lot Management System
 - Gym Management System
 - Bank Management System
4. We discussed who would want to be the team leader.
5. We also discussed our roles in this project.
6. After choosing the topic of our project, we worked on the first draft of the requirements documentation.

Decisions Made:

1. We decided we will meet once every week and we will check each week when and where we will meet.
2. For the topic of our project we chose 'Gym Management System(GMS)' after comparing each idea to each other and taking into account the pros and cons of each of them.
3. We decided that our team leader will be Lora Shima.
4. As a group name we have decided on GMS, abbreviation of the topic.
5. About our roles, we have assigned who will take care of the documentation, the designing part, and the coding (frontend developers, backend developers, testing).

Tasks Assigned:

The only task that our group has is to think about the functionalities that we need to add or change from the ones that we have thought of and how they will be illustrated in the design part of the project.

Time, Place, and Agenda for Next Meeting:

Next meeting: 17.03.2024. Place will be decided in the future.

We will finish our requirements and brainstorm for the design of our system.