

**Meeting Report**

**Software Engineering Project - Hotel Management System**

**Week: 1**

**Meeting Details:**  
**Date:** 04.04.2025  
**Time:** 11:00 AM  
**Location:** Epoka University  
**Attendees:** Laert Mema, Danjel Ramku, Jurgen Balliu, Luis Kadiu, Endri Demaj, Alteo Kadriu, Enrald Kadiu

**Agenda:**

* Begin system design and early documentation
* Assign responsibility for core document sections
* Finalize system structure and early schemas

**Progress Report:**

1. **Laert Mema:**
   * Created the relational schema
   * Developed ERD diagrams and class schema to structure the system
2. **Jurgen Balliu:**
   * Drafted Part 1 of the Executive Summary
3. **Luis Kadiu:**
   * Wrote Part 2: Product/Service Description
4. **Enrald Kadiu:**
   * Completed documentation on assumptions, constraints, and dependencies
5. **Endri Demaj, Danjel Ramku, Alteo Kadriu:**
   * Collaboratively designed multiple user scenarios based on functional requirements

**Challenges and Solutions:**

* Alignment between user scenarios and system design required extra coordination. The team held an impromptu session to resolve inconsistencies.

**Next Steps:**

* Begin building project skeleton and defining technical requirements
* Expand documentation with non-functional sections
* Map user scenarios to use cases

**Conclusion:**  
A strong foundation has been established. The database structure and initial documents are well-aligned, and teamwork was effective.

**Meeting Report**

**Software Engineering Project - Hotel Management System**  
**Week: 2**

**Meeting Details:**  
**Date:** 11.04.2025  
**Time:** 11:15 AM  
**Location:** Epoka University  
**Attendees:** Laert Mema, Danjel Ramku, Jurgen Balliu, Luis Kadiu, Endri Demaj, Alteo Kadriu, Enrald Kadiu

**Agenda:**

* Expand technical and non-functional documentation
* Build system skeleton (database + models)
* Assign and begin writing NFR sections

**Progress Report:**

1. **Laert Mema:**
   * Created project skeleton, models, and database foundation
2. **Alteo Kadriu:**
   * Documented non-functional requirements: learnability, accessibility, efficiency, memorability, error handling
3. **Endri Demaj:**
   * Completed sections on availability, latency, monitoring, maintenance, and operations
4. **Enrald Kadiu:**
   * Authored standards compliance, portability, security, and protection documentation
5. **Jurgen Balliu:**
   * Covered authorization, authentication, and domain requirements
6. **Luis Kadiu:**
   * Documented satisfaction and capacity requirements
7. **Danjel Ramku:**
   * Created the initial activity diagram for the entire system

**Challenges and Solutions:**

* Minor overlap between protection and security sections clarified in group review
* Activity diagram required iterations to match user flow; Laert and Danjel coordinated on flow logic

**Next Steps:**

* Continue UI planning and prepare product requirement documentation
* Refine activity diagrams
* Start drafting deployment and state diagrams

**Conclusion:**  
Development and documentation are progressing in sync. The team is actively managing dependencies between technical content and documentation.

**Meeting Report**

**Software Engineering Project - Hotel Management System**  
**Week: 3**

**Meeting Details:**  
**Date:** 18.04.2025  
**Time:** 11:30 AM  
**Location:** Epoka University  
**Attendees:** Laert Mema, Danjel Ramku, Jurgen Balliu, Luis Kadiu, Endri Demaj, Alteo Kadriu, Enrald Kadiu

**Agenda:**

* Refine diagrams (activity, state, deployment)
* Document UI product requirements
* Distribute workload for visual assets

**Progress Report:**

1. **Laert Mema:**
   * Documented product requirements for user interface section
2. **Danjel Ramku:**
   * Remodeled activity diagrams (IDs 6–10)
3. **Endri Demaj:**
   * Remodeled activity diagrams (IDs 11–15)
4. **Enrald Kadiu:**
   * Created activity diagrams (IDs 16–20)
   * Designed the system's deployment diagram
5. **Jurgen Balliu:**
   * Completed activity diagrams (IDs 20–25)

**Challenges and Solutions:**

* Diagram styles and labeling differed; Endri and Danjel standardized elements for consistency
* Deployment diagram format debated; Enrald ensured alignment with UML standards

**Next Steps:**

* Finalize state and sequence diagrams
* Start compiling system documentation package
* Prepare for test case design

**Conclusion:**  
The visual documentation is nearly complete. The system is well-represented diagrammatically, and deliverables are on track.

**Meeting Report**

**Software Engineering Project - Hotel Management System**  
**Week: 4**

**Meeting Details:**  
**Date:** 25.04.2025  
**Time:** 11:00 AM  
**Location:** Epoka University  
**Attendees:** Laert Mema, Danjel Ramku, Jurgen Balliu, Luis Kadiu, Endri Demaj, Alteo Kadriu, Enrald Kadiu

**Agenda:**

* Finalize diagram documentation
* Compile and submit first report package
* Assign reporting duties and demo prep

**Progress Report:**

1. **Danjel Ramku:**
   * Created state diagrams for multiple modules
2. **Endri Demaj:**
   * Documented state diagrams for IDs 1–10
3. **Jurgen Balliu:**
   * Worked on implementation-related content and finalized his section contributions
4. **Alteo Kadriu:**
   * Compiled and created four meeting reports for submission
5. **Enrald Kadiu:**
   * Completed sequence diagrams for IDs 11–20

**Challenges and Solutions:**

* File formatting inconsistencies resolved during team file review
* Ensured traceability of diagrams back to use cases with cross-referencing

**Next Steps:**

* Conduct dry-run of system presentation
* Submit first phase deliverables
* Begin UI implementation and final design tweaks

**Conclusion:**  
The first phase concludes successfully. Documentation is complete, and the system foundation is solid. The team is ready for implementation and demo planning.