MEETING REPORT

Team Name: ZIP **Date of Meeting: 27 March 2020**

Start Time: 15.00 End Time: 16.30 **Meeting Location: Online Meeting**

Moderator: Kimberli Troka **Recorder: Devis Myteveli**

Other Members Present: Sheila Pinari, Ada Dedja, Klea Uka

Members Absent: None

Topics Discussed:

In our second meeting we discussed in detail each business idea proposed by each team member in the first meeting of our group. We also considered briefly the possible technologies that may be suitable and most convenient to apply in the system that will be built for the business chosen. By exploring the existing businesses in the industry we also talked about how our system may look like with its main features and users.

Decisions Made:

By synthesizing all the information each member contributed, we properly formulated our project idea which consists in an Online Gas Station.
A comprehensive research will be made about the platforms available and libraries that may be relevant to our project.
We also divided our tasks which will be crucial for our next meeting.

Tasks Assigned:

For our next meeting our group will be familiar with the business chosen, its characteristics and qualities but most importantly its existing and arising problems.
We will create our Git accounts and personal-log wiki and every team member will report their personal work.
In our next meeting, a decision will also be taken according to the technologies to be used, the platform to be chosen and the features it will contain for our project idea.

Time, Place, and Agenda for Next Meeting:

Next meeting will be held online – on WhatsApp.
Date and time: 3 April 2020   10.30-12.00