**CONTAINERS WEEKLY SCRIBE REPORT**

Members: Ethan Henson, Triston Mobley, Eman Nawaz, Trevor Paige

1. **ROLES FOR ASSIGNMENT 2**

Team Leader: Eman Nawaz Team Member: Ethan Henson

Team Scribe: Trevor Paige Team Member: Triston Mobley

1. **MEETING INFORMATION**Our team met on Wed, Sep 6 at 4:00pm-4:30pm, Eman, Trevor, and Ethan were present.  
     
   Our team met on Wed, Sep 13 at 8:00pm-8:30pm, Eman, Trevor, Ethan and Triston were present.
2. **TOPICS COVERED**
   1. Members went over the assignment details for assignment 2.
   2. Work was evenly distributed between team members.
   3. Meeting times were posted and agreed upon.
3. **ACCOMPLISHMENTS & CONTRIBUTIONS**
   1. Team Leader: Eman took control of the situation for assignment 2 and led the group during our weekly Discord discussion. Eman also helped to divide the roles evenly amongst the group and worked to answer any questions as well.
   2. Team Member: Ethan joined for meetings and was available when needed. He completed his coursework and was cooperative in helping finish the group portion of the assignment.
   3. Team Member: Triston was cooperative and gave us notice on schedule changes. He completed his portion of the assignment, and was also cooperative in helping finish the group poriton of the assignment.
4. **RESPONSIBILITIES**
   1. Eman Nawaz: Set up meeting times, do portion of group work, and send the finalized assignment document
   2. Trevor Paige: Write the Scribe Report and do portion of group work.
   3. Ethan Henson: Complete portion of assigned group work.
   4. Triston Mobley: Complete portion of assigned group work.
5. Glossary of Terms

| Term | Definition | Contributor |
| --- | --- | --- |
| **Density** | The weight of a package or unit of freight divided by its volume; also commonly referred to as weight per cubic foot. Density can directly influence shipping rates charged. | Ethan Henson |
| **Delivery receipt** | Delivery receipt, also referred to as proof of delivery, is confirmation the shipment was delivered as intended. | Ethan Henson |
| **Electronic Data Interchange (EDI)** | A standardized, secure electronic process allowing one company to send information or payment to another company. | Ethan Henson |
| **Domestic shipping** | The transport of goods that originates and ends within a country's borders. | Ethan Henson |
| **Claim** | The demand made upon a carrier for payment due to loss, damage, delay or overcharge alleged to have occurred in the course of carrier transportation. | Ethan Henson |
| **Emerging Market** | An emerging market is a country whose economy is in a state of accelerated development. The high-growth environment of emerging markets may yield opportunities for exporters looking to expand. | Triston Mobley |
| **Direct to Consumer** | Direct to consumer (D2C) is a sales approach by which manufacturers and e-commerce brands sell directly into the marketplace without going through a traditional distribution network. | Triston Mobley |
| **Supply Chain - Also known as value chain** | An interlocking network of entities working together to produce a product or service for sale to businesses or consumers. The objective is for each entity to add unique value to the chain which has also led to a supply chain being called a value chain. | Triston Mobley |
| **Free Trade Agreement (FTA)** | A trade agreement between two or more countries that provides reduced customs duties for member countries if they import products originating from another member country. | Triston Mobley |
| **Electronic Data Interchange (EDI)** | A standardized, secure electronic process allowing one company to send information or payment to another company. | Triston Mobley |
| **Proof of Delivery (POD)** | Status report proving successful delivery of a package to its intended destination. Provided to the consumer, business, and DDI upon delivery including delivery time, location, and a photo of the package captured via drone. | Eman Nawaz |
| **Dimensional Weight** | The amount of space a package takes up in relation to its weight. Calculated by Length x Width x Height ÷ 139. Packages under 30 lbs. and up to 10 cubic ft. are usually accepted for delivery. | Eman Nawaz |
| **Delivery Radius** | The area surrounding a business that allows consumers within that area to order from. All DDI deliveries are limited to a 10-mile radius from the business’s location. | Eman Nawaz |
| **Surcharge** | Additional fee added to shipping costs by the consignor. Compensating for extra expenses involved in delivery services with special requirements/circumstances. | Eman Nawaz |
| **Consignor** | The party initiating shipment from one location to another via drone delivery. | Eman Nawaz |
| **Gross Weight** | The gross weight of an object refers to the sum of the object’s weight plus it’s contents. For drones, the gross weight is the sum of the weights of the drones and cargo. | Trevor Paige |
| **Tracking/Tracing Number** | A unique number assigned to a shipment by a drone for use in shipment tracking and identification. | Trevor Paige |
| **Multiple Package Shipments** | Consist of individual packages that may have different weights, dimensions, and declared value but can be accepted on one bill if the shipment is destined to a single address. | Trevor Paige |
| **Door to Door** | The physical movement of goods from the point of pickup to the end user. This may also be the name of a service provided, for example, “door to door service.” | Trevor Paige |
| **Damage (in shipping)** | Partial or complete destruction of goods in storage, staging, or transit. | Trevor Paige |

1. User Stories

| User Story | Contributor |
| --- | --- |
| As a business owner, I want to be sure that my deliveries won't get lost on the way to their destination so that my customers receive what they paid for. | Ethan Henson |
| As a consumer, I want to be alerted whenever my package has arrived so that it won’t be left out for too long. | Ethan Henson |
| As a user, I can schedule a delivery for a specific time, so that I’m able to determine when the best time to receive the delivery is. | Ethan Henson |
| As a consumer, I want to be recommended relevant products based on my shopping history so that I can spend less time searching for the product I want. | Triston Mobley |
| As a user, I want the option to upgrade my shipping, so that I can receive my order faster. | Triston Mobley |
| As a user, I want the option to wishlist purchases that I am interested in, so that I can purchase quickly when I am ready. | Triston Mobley |
| As a user, I want the option to save addresses that I order to, so that I can easily select one from a list for my next order. | Eman Nawaz |
| As a user, I want the option to schedule a delivery in advance, so that I can receive it when I am available. | Eman Nawaz |
| As a business owner, I want to have a list of all deliveries submitted, so that I can keep track of revenue solely from deliveries. | Eman Nawaz |
| As a consumer, I need to save past purchases so that I can quickly reorder if needed. | Trevor Paige |
| As a consumer, I need to track my order so that I can be comfortable in knowing that my order will arrive when I need it. | Trevor Paige |
| As a consumer, I need to order food for delivery for my family so that we can eat during busy nights. | Trevor Paige |

1. Software Requirement Interview Questions

| Contributor | Interview Question | Answer | Contributor |
| --- | --- | --- | --- |
| Ethan Henson | What if a delivery is lost or damaged? | If a customer's delivery happens to be damaged or gets lost during the delivery process, they should receive compensation in the form of a refund or have a replacement delivery go out. | Eman Nawaz |
| Ethan Henson | How far can these deliveries travel? | Orders will only be accepted by businesses if they are within a 10-mile radius of the business’s location. | Eman Nawaz |
| Triston Mobley | What is the expected timeframe for the project? | The timeframe for this project to be finished should be May 2023 if everything goes well and there are no setbacks. | Trevor Paige |
| Triston Mobley | What is the estimated budget for the project? | The budget for this software system is between $15,000-$20,000. | Eman Nawaz |
| Eman Nawaz | How will this software change how things are currently being done? | Right now, deliveries are done by vehicle and by person in the industry. Our service will help to eliminate that part of the service. DDI will cut down on emissions and allow us to focus our employee resources elsewhere. | Trevor Paige |
| Eman Nawaz | What should happen after placing a delivery order? | After placing an order the business will receive the details and will then get the order together and when ready a drone will arrive, the order will then be given to the drone and be sent out to make the delivery. | Ethan Henson |
| Trevor Paige | When will the drone delivery service be needed? | The delivery can be used whenever a person may need something delivered quickly like getting food. | Ethan Henson |
| Trevor Paige | What is going to be tracked during the delivery process? | The timeline of the delivery, the delivery contents, and its location will need to be reported to each user. | Eman Nawaz |

1. Use Case Diagram



1. List potential non-functional requirements & constraints

* When will delivery options be **available** to users? Within the business’s hours and while the user is in a physical location within the 10-mile radius of the business
* How **compatible** is the software with different devices?
* What **security** system will be put in place to protect user data?
* How long will the **capabilities** of the drones and delivery service last?
* How will the software be made so that it's **intuitive** for users?