

MEETING REPORT

Team Name: Group 5 **Date of Meeting:** 27.03.2023

Start Time: 12:50 **End Time:** 13:20 **Meeting Location:** Epoka campus

Moderator: Viktoria Bashari **Recorder:** Viktoria Bashari

Other Members Present: Arbi Parllaku, David Osoja, Henrid Lleshaj,
Kristian Gjinopulli, Loma Gjidia

Members Absent: _____

Topics Discussed:

- Examined the requirements documentation to establish the tasks that develop the foundation of our understanding of the software.
- Discussed the existing user levels and the necessity of an administrative user type.

Decisions Made:

- Added “administrator” user type.
- Divided tasks as described below.

Tasks Assigned:

- Arbi, Henrid - User scenarios + use cases
- David - DFD diagrams
- Kristian - Product/service description & product context
- Lorna - Purpose and scope of specification
- Viktoria - User characteristics & functional requirements

Time, Place, and Agenda for Next Meeting:

Epoka campus
Wednesday, 11:00

- Discuss finished tasks, and give directions and suggestions to drafts.
- Establish new tasks distribution.