Meeting Minutes

## Call to order

A meeting of Team 3 was held at 1A13 on 14/11/2018.

## Attendees

Attendees included Team Members: Conor Brennan, Adam Guerin, Ryan Kelly, Mark Mukiiza.

Client: Kelly O’Brien.

## Members not in attendance

Members not in attendance included Team Member: Will Mannix.

## Agenda Items:

1. The meeting discussed the early stages of the software development group project. In the talk, the aim for us was to further our understanding of the program that our Customer wants us to build.
2. The main aspect of the project we focused on was the actors in the program and what were their roles.
3. We now know that there are three actors, A store Manager, a floor manager and an Operator.
4. The Store manager will not have access to the work order, instead he mainly handles request from the operators for more stock and he is also in charge of maintaining the stock levels of the warehouse. He should also have access to statistics of and ratios of what stock is used more then others in order to be efficient in his role as the Store Manager
5. The floor Manager is on top of the hierarchy of actors and he’s in charge of handling the work orders that’s been requested off customers. He will then send it down to the operators who will then get to work on it. He will also have to preform Quality Control Checks on the products on different stages on completion and will also have Operator Management role which will be signing in and out of employees in special circumstances (ie sick), normal sign in and out of employees will be automatic.
6. The operators will be the lowest in the Hierarchy of workers, they will work on the product in assembly line/table with three stages, in order to move on a stage, the floor manager must do a QC check. They will need the ability to request stock from the Store Manager. They will also need the option to write a report on stock that broke and send it to the Floor Manager.
7. We Also discussed the use of a barcode system which is optional. We will decide to use this system later in the project based on our advancement in the project.

## Future Actions

1. Divide the work load between the group members.
2. Pick a actor and develop use cases.