**Meeting with teacher 08/09/2021 13:30-14:00**

**Attendances: Stan, Airell, Borek, Ismet**

**Improvement points for the project plan:**

* Add the name of the client and the specific email address
* Add student mail for Tim
* Current situation: It should not contain anything about a solution. Add more information on competing software systems and information from media bazaar that has influence on the project
* Problem: Add something more about management and there is another aspect
* Project goal: What kind of information will be made easier? Usage of excel is a problem and does not need to be in the project goal.
* Deliverables: Make use of bullet points. Be more specific about the software system, what kind of system will be made? Example: Database, website. Also add the intent of the system. Example: Example: we will deliver a mobile app for navigating from one place to another
* Non-deliverables: Add more things, example: manual and explain why it is not there.
* Constraints: Make use of bullet points. Don’t add constraints like working on the app and not the website.
* Risks: risks are a bit too high. When a risk is high it is project stopping. Planning not on time: other solution: contact client and change scope. You don’t want to show the client internal risks so change it different like: progress takes longer than expected.
* Phasing: What is involved in each stage? Stretch implementing to week 5. The presentation will be in week 6 probably during the first meeting.

**Improvement points for the user requirements:**

* Add numbers to each use case
* Make the actor more specific, make a list of different actors
* If you say user make sure you mention user is every person that is qualified to use the system.
* Change the word click to confirm: this way you won’t restrict the way you make the system work.
* Combine wrong and no credentials to the same extension.

**What the agenda for a meeting should look like:**

* Who
* What time
* Points that will be discussed
* Planning to those points
* Mention what the teacher is supposed to look at