

## MEETING REPORT

**Team Name:** DevsCreed **Date of Meeting:** 06.05.2021

**Start Time:** 18:30 **End Time:** 21:00 **Meeting Location:** Google Meet

**Moderator:** Armela Ligori **Recorder:** Devid Duma

**Other Members Present:** Armela Ligori, Denado Rabeli, Denisa Bicaku, Devid Duma, Julian Lila, Aniledio Lami

**Members Absent:** none

### Topics Discussed:

1. We started the discussion with a brief summary of the tasks that we had to complete this week and the upcoming weeks. The most critical tasks included completing monitoring and maintenance requirements, domain requirements, use case diagrams and entity relationship diagrams, among others.
2. We continued the discussion with ideas related to the User Interface of our project and how we could achieve a simple and engaging UI.
3. For the rest of the meeting, we held a Q&A with the group on how we could complete the upcoming tasks best. We shared and discussed important aspects of each of the topics and mutually agreed upon each task.

**Decisions Made:**

1. We decided to create draw.io files to complete the use cases and entity relationship diagrams. We shared those files with all members of the group.
2. We decided to discuss arising questions related to the schemas by Whatsapp in order to achieve consensus in ambiguous situations.
3. We decided to continue completing the requirements specifications with monitoring and maintenance requirements, domain requirements, use case diagrams and entity relationship diagrams. These tasks had to be completed by next week.
4. We decided to draw some User Interface sketches by hand first for prototyping and by an online collaborative tool called figma.com later for more serious sketches.

**Tasks Assigned:**

1. We assigned the completion of the rest of the requirements like monitoring, maintenance requirements and domain requirements to all members of the group. Each one of us had to participate in completing those topics.
2. We assigned the completion of UI sketches to Denisa, Aniledio and Julian.
3. We assigned the completion of ER Diagrams to Armela.
4. We assigned the completion of Use Cases to Denado and Devid.

**Time, Place, and Agenda for Next Meeting:**

10.05.2021, Google Meet, Step 5 and Step 6