MEETING REPORT

Team Name: _____**Epokistet**_____   **Date of Meeting:** _____**13.03.2018**_____

Start Time: _____**10:35**_____   **End Time:** _____**13:30**_____

Meeting Location: _____**Epoka Campus & Serendipity**_____

Moderator: _____**Erida Nurçe**_____   **Recorder:** ____**Giuliano Ballshi**_____

Other Members Present: _____**Jorgel Këci**_____

                                      _____**Elvi Çela**_____

Members Absent: _____**(none)**_____

Topics Discussed:

We discussed ideas about what we should do.
Many options came to the table.

1. Firstly we exchanged contact information with each other such as emails and a WhatsApp group that we created for ease of communication.
2. Our communication channels are as follow : Whatsapp , E-mail, Google Drive and Evernote.
3. Each team member came up with several ideas such as :
   - Erida: **Municipality administrator Web Application**
     - This web application aims to facilitate services offered by the municipality. Every building administrator will manage the citizens inhabiting the building he manages, with the option to add and remove families. The app easies services related to reconstruction permits, parking permits, tax payments, etc.
   - Erida: **Telekom Albania User Administration Software**
     - A software that manages user information for GSM, E, 3G, LTE coverage, instead of the specific apps they use for each at the moment. The app is also used for call barring, data barring and other services performed by the Public Land Mobile Network Company.
   - Elvi: **Police Radar Control**
     - A smartphone application that using the API from Google Maps, this app finds the route from your current location to a destination of your choice, and shows the police patrols using radar speed cameras that are along the way. This is based on users reporting these radar speed cameras, that will include further information like how many reports have been made for a specific patrol, when was it last reported, etc.

- Elvi: **Management System for a Law Studio**
  - A Web App that records clients' needs to create new court hearings and court requests based on a problem they have. The client selects the type of problem he has and writes a detailed description of his problem, and based on this information the lawyer then writes an official request to the court.
- Jorgel: **Efficient Transport Cost Calculation**
  - A software that aims to find an optimal price of a product by calculating transport cost based on kilometers covered and weight for each dispatchers. The calculation is done through daily data processing. The final goal is to maximize profit and minimize cost.
- Erida & Jorgel: **Pune ka, por s'ka profesioniste!**
  - A mobile application which facilitates finding technical help for various problems. The client uses the app to call an electrician, plumber, or other technicians directly to his home or business using location services.
- Giuliano: **Container Management System.**
  - A Web application that helps count the number of big shipping containers like MSC that come daily in Port Authority.This web application also allows for a separate system that checks the entrance and exits of working personnel.
- Erida: **Health Application:**
  - A mobile app that saves patient details, including health diagnosis and prescriptions. It offers different services for the patient and doctors. A doctor can set the next appointment for his patients, can give them a prescription and assign the pills they need to take and timings. A patient will regularly get notifications when he needs to take a pill, or be alerted when his doctor sets an appointment. He can also request an appointment with a doctor, see his health history, or request an ambulance in case of an emergency.

Below are few guidelines that our team will follow during the whole project, starting with our team name.

0. Our team name is : Epokistet
1. Our mission is to develop a solution for an existing problem and implement this solution the best way possible.
2. Our objectives as a team working together, is to construct the best software and implement all the needed features to solve a problem as we see fit. We as a team, need to be efficient, work smart and handle everything together as to generate better ideas and solutions for obstacles we will have along the way.
3. Team Member information:
   1. Erida Nurce : enurce15@epoka.edu.al
   2. Jorgel Këci : jkeci15@epoka.edu.al
   3. Giuliano Ballshi : gballshi15@epoka.edu.al
   4. Elvi Çela : ecela15@epoka.edu.al
4. We also setup our meeting times, which were during the day at the university and twice a week in the afternoon we decided to meet in a quiet space that varied time to time.
5. If our team ever reached in a conflict situation we decided that this is the way we will handle it:

0. Acknowledge the conflict
1. Discuss the impact it will have on the team.
2. Agree to cooperate and talk about it
3. Understand and Clarify the position of each team member.
4. Analyse better
5. Reach an agreement.

Decisions Made:

1. We decided to carry on with either the **Municipality administrator Web Application** or the **Health Application.**
2. We determined to meet twice a week according to our time schedules.
3. We assigned Erida Nurce as our Team Leader.
4. We assigned team roles:
    o Guiliano was assigned as editor to write meeting reports.
    o Jorgel was assigned as researcher and repo master to help everyone establish git repositories.
    o Elvi was assigned as customer representative.

Tasks Assigned:

For the upcoming week, we set up tasks for each individual.
1. Jorgel should find tutorials for possible frameworks we could use.
2. Erida will find a possible buyer for our software and discuss their specific requirements and ideas.
3. Elvi and Guiliano will do some research on the topics to get familiar with the project field and study what similar projects have achieved or lacked.

Time, Place, and Agenda for Next Meeting:

Next meeting was set to be held on Tuesday, March 20 at Epoka Campus.
We will discuss about previous tasks and what each member has done this far. Jorgel will provide the tutorials for the rest of the group. Erida will discuss what additions can be made to the initial project idea. Elvi and Giuliano will discuss what they found out from their research and how we can improve this project idea.