# **A** MEETING MINUTES

## First meeting:

The day of the meeting (21/10/2020) we went to the offices of our client, Pablo Arenas. We met around 5pm and the meeting lasted about an hour and a half.

He made it clear to us that his main objective is to sell, every improvement or new functionality that we create does not matter if he cannot sell more than now.

First, we listened to our client how his company was working and the computerized system he was using (“BDP” it’s the software’s name) to better understand his business model and how we could improve it or design new functionalities. We asked him several questions, especially about better features.

Finally, we chose between the customer and ourselves what we thought was best for his business, we thought two possible solutions:

* The "take away" and "delivery" system (to fulfil the main goal: sell more).
* Improvement of the restaurant's waitlist management:
  + Making possible the online booking without going to the restaurant.
  + Creating a software that manages face-to-face waiting list automatically.

# **B** RELEVANT DOCUMENTATION

Waiting to be filled…

# **C** GLOSSARY OF ACRONYMS AND ABBREVIATIONS

Waiting to be filled…