

MEETING REPORT 4

Team Name: Cappuccino **Date of Meeting:** 4. 4. 2019

Start Time: 9:30 **End Time:** 10:05 **Meeting Location:** Epoka University

Moderator: Ari Gjerazi **Recorder:** Baftjar Tabaku

Other Members Present: Erli Reci, Enis Berberi, Abjura Llazari, Besjon Berisha

Members Absent: none

Topics Discussed:

-Preparation and completion the requirement specification document

Decisions Made:

- Work on requirement specification document
- Each member got his duty related with the related task

Tasks Assigned:

- Ari Gjerazi (as a moderator and head chief of project) will keep in touch with any member and will follow in details every progress in member's duty, also will work on Functional Requirements.
- Abjura Llazari will work on non-functional requirements and working as a mini sub-team with Erli Reci and Enis Berberi.
- Baftjar Tabaku will be dealing with the Scenarios
- Besjon Berisha will be dealing with Domain requirements
- Enis Berberi will work also with non-functional requirements and working as a mini sub-team with Abjura Llazari and Erli Reci.
- Erli Reci will work also with non-functional requirements and working as a mini sub-team with Abjura Llazari and Enis Berberi.

Time, Place, and Agenda for Next Meeting:

- Monday, Epoka university. No standard time/ variable on team-members availability.
- Agenda: Discussions about the diagrams and their relation on all the ideas and requirements