**MEETING ANNOUNCEMENT**

**From: Juan**

**To: Daniel, Rodrigo, Guillermo**

**DATE AND TIME: 16/02/2022 - 11:00**

**PLACE: UAM**

**DURATION: 2 hours**

**PURPOSE: Prepare the Presentation material**

1. **AGENDA:** 
   1. Listen to the teacher's explanation.
   2. Design the mock-ups
   3. Structure the presentation
2. **DECISION FOLLOW-UP**

**We sorted the requirements between functional and non-functional ones.**

**We should be starting the Technical Report soon.**

1. **DOCUMENTATION**

Practice 1 assignment document.

Meeting Report from 15/02/2022

Practice 1 presentation guidelines

Trello workspace

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**MEETING MINUTES**

**DATE AND TIME: 16/02/2022 - 11:00**

**PARTICIPANTS: Rodrigo, Daniel, Guillermo, Juan**

1. **KEY POINTS DISCUSSED**
   1. Work partitioning and class time planning.
   2. New objectives for next week.
   3. Next week's presentation.
   4. Application color scheme.
2. **DECISIONS MADE**

Each person will do their part of the mock-ups and the presentation, which was conveniently divided into 4 parts. There will be an extraordinary meeting during the weekend in order to prepare the presentation timings.

| **ACTIONS** | **RESPONSIBLE PERSON** | **DEADLINE** |
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| User management Mock-Up | Guillermo | 20/02/2022 |
| Publication of rides Mock-Up | Daniel | 20/02/2022 |
| Ride Seat Booking Mock-Up | Rodrigo | 20/02/2022 |
| Payment Management Mock-Up | Juan | 20/02/2022 |
| Presentation Introduction Slides | Rodrigo | 20/02/2022 |
| Presentation Project definition Slides | Juan | 20/02/2022 |
| Presentation Mock-Up Slides | Guillermo | 20/02/2022 |
| Presentation Conclusion Slides | Daniel | 20/02/2022 |