

MEETING REPORT

Team Name: Electronic Healthcare System Project **Date of Meeting:** 3/5/2025

Start Time: 14:00 **End Time:** 16:00 **Meeting Location:** WhatsApp Video Call

Moderator: Belina Durmishi **Recorder:** Belina Durmishi

Other Members Present: Antea Koxherri, Elisona Doku, Elkier Ago,
Evelina Gace, Flavia Koco

Members Absent: N/A

Topics Discussed:

Brainstormed and shared ideas on potential project topics, ultimately deciding on the best one for our objectives.

Engaged in a detailed debate about the merits of the chosen topic, concluding why it was superior compared to other options.

Discussed the selection of the project leader and the criteria for this choice.

Defined the key actors involved in the project and explored how these actors would interact within the system.

Discussed the different types of requirements necessary for the project, including how to categorize and address them.

Decisions Made:

Finalization of the project concept, including a detailed discussion on what the Electronic Healthcare System aims to achieve.

Agreement on the primary actors involved in the system: Patients, Doctors, Pharmacy Staff, Laboratory Technicians, and Administrators, and their specific interactions within the system.

Division of work among team members and the selection of Belina Durmishi as the team leader.

Decision to revise the previous draft to include emergency services, enhancing the system's comprehensive care capabilities.

Establishment and agreement on the project requirements, with thorough gathering and verification of these requirements to ensure there are no contradictions and that they are complete.

Tasks Assigned:

The requirements have been divided into user requirements and system requirements, with system requirements further divided into functional and non-functional categories.

User Requirements Gathering: Assigned to Antea, Elkier, and Flavia. These members are tasked with identifying, compiling, and documenting all user-related requirements.

System Requirements Gathering (Functional and Non-Functional): Assigned to Belina, Elisona, and Evelina. These members are responsible for detailing the system's functional and non-functional requirements.

Specific roles for each member in these groups will be determined and assigned in the next phase of the project.

Time, Place, and Agenda for Next Meeting:

12/05/2025

Location: WhatsApp Video Call

Agenda: Modeling of the requirements assignment of specific tasks to team members.