**MEETING REPORT**

**Week 4**

**Team Name:** Veterinary ManagementSystem **Date of Meeting:** 15/03/2025 & 18/03/2025

**Start Time:** Saturday **End Time:** Tuesday **Meeting Location:**  Local Coffee & School Library

**Moderator:** Era Malaj **Recorder:** All Group Members

**Other Members Present:** Emi Brahaj, Erla Luzi, Enea Cane, Eridjon Krrashi, Laert Plangarica.

**Members Absent:** N.Alan

**Topics Discussed:**

* Finance Officer (added as a new User, added a table for the functional and non-functional requirements).
* Product Requirements (client registration, pet registration, appointment scheduling, medical records management, billing and invoicing).
* User Scenarios/Use Cases (adm UC, vet UC, rec UC, p.o UC, f.off UC, sys-w UC, Use Case tables and the UC diagrams.).
* General improvements.

**Decisions Made:**

We assigned new tasks for each, but did not do much since the only actual “problem” was only adding the finance officer. We added some new requirements such as the product requirements and user scenarios and use cases. We also made some small improvements to the week 3 document and discussed for more changes in the future.

**Tasks Assigned:**

**Era Malaj:** Task assigning, product requirements, added the finance officer(functional and non-functional requirements).

**Erla Luzi:** Non-functional requirements for finance officer, added and improved info.

**Laert Plangarica:** Added the diagram for use cases.

**Emi Brahaj:** Functional Requirement**s** for the finance officer added and improved info**.**

**Enea Cane:** User Scenario and use cases.

**Erridjon Krrashi:** Non-functional requirements improvement.

**Nadir Alani: -----**.

**Time, Place, and Agenda for Next Meeting:**

Weekend 15th March and Tuesday between breaks in the library. New improvements as required in the lab hours. New assignments for everyone. Opening the GitHub repo.