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| Meeting Report No: 1 | Meeting Date: 16/11/2020 |
| Meeting Place: Online | Meeting Hour: 3:30PM - 7:00PM |

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| Project Name | Mobile Tourists |
| Project Number | 9 |

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|  | Name & Surname | Signature |
| Meeting Director | Ozer Bur |  |
| Meeting Reporter | Ersen Pamuk |  |

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|  | Name & Surname | Department | e-mail |
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Agenda Points

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| 1 Due to pandemic, we conducted our meeting online with the client. |
| 2 Firstly, we shortly mentioned the status of our project. |
| 3 We talked with clients as a group about how to solve problems or reduce them. |
| 4 We talked about functional and non-functional requirements. |
| 5 We did brainstorm. |

**Functional Requirements**

1. Users will register on the application with their personal information (age, gender, name, surname, blood type, identity number).
2. Users will be able to manage their accounts’ username, password, personal information.
3. Users will be able to see the tours in the application.
4. Users will receive notifications about tour departure time, tour arrival time, tour breaks, etc. during the tour.
5. The company will be able to evaluate the applications.

**Non-Functional Requirements**

1. This application will store users’ data.
2. This application will operate in all updated Android and iOS smartphones.
3. This application must be connected to Internet.
4. This application will show all the contents of the tour.
5. The system needs a well-maintained server.
6. This application will facilitate the communication between the tour guide and the user**.**
7. The system must be accessible after user login.



Decisions

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| No | Which jobs to be done? | Who to do? | When to do? | Where to do? |
| 1 | The meeting report 2 will be done. | As a group | 22.11.2020 | Online |
| 2 | Will be contact with the client. | As a group | Regularly | Online |
| 3 | The diagrams will be drawn. | As a group | 30.11.2020 | Online |
| 4 | Will be rent the server. | As a group | 22.11.2020 | Online |
| 5 | The required software will be installed. | As a group | 22.11.2020 | Online |
| 6 | Will analyze the tours, demands. | As a group | Regularly | Online |

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| **Plans for the Next Meeting** |
| We will check the jobs to be done we planned in this document if we done or not. If not, we will finish them first. After that we will start to complete the meeting report 2. We will revise our project, do all the necessary steps and finish the next meeting. |

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| **Meeting Photo** |
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