

MEETING REPORT

Team Name: (to be decided) Date of Meeting: 22/3/2021

Start Time: 18:30 End Time: 19:00 Meeting Location: Online (Discord)

Moderator: Kejdi Domi Recorder: Kejdi Domi

Other Members Present: Anila Hoxha, Batjona Tahiraj, Alessia Toli, Endri Seferi,
Arber Sadushi

Members Absent: -

Topics Discussed:

- 1- The type of project we would make
- 2- Who is going to fill the meeting reports
- 3- Different ideas for the project (programming language)
- 4- Who should be the leader of the team
- 5- What will be our team name
- 6- The software engineering models we could use for the design

Decisions Made:

- 1- We suggested 3 types of projects and decided to ask the course instructor about which would be our best decision
- 2- We decided that every week one of us (either by volunteering or random choice) will write the meeting report
- 3- We decided that the Python programming language would be most suitable in any case as we are more familiar with it, also had a little discussion about what our choice of IDE should be
- 4- We decided that after we get proper guidance from our professor we will choose as team leader the person whose project idea was selected
- 5- Team name will be decided together with the project
- 6- We discussed waterfall method, V-method, incremental implementation model as far as plan-driven models go and touched on agile methods even though they didn't seem appropriate for several reasons

Tasks Assigned:

- 1- I (Kejdi Domi), will write the meeting report for this week
- 2- We will focus on learning Git and GitHub
- 3- We will discuss our project ideas with the professor

Time, Place, and Agenda for Next Meeting:

18:30, online (Discord), Discussing further separation of the work and how to tackle several problems within the team.