**MEETING REPORT**

**Team Name: FAKTED Date of Meeting: 05/04/2023**

**Start Time: 8:45 End Time: Meeting Location: Epoka University**

**Moderator: Aldrin Çifliku Recorder: Erlis Këndezi**

**Other Members Present: Fabiona Tafçiu, Kevin Hyska, Tomas Monka, Denis Kreci**

**Members Absent: None**

**Topics Discussed:**

**We discussed how the documentation will be handled and how the tasks will be divided.**

**Decisions Made:  
We came to the conclusion that it will be best if the entire work is divided equally to each individual and each member should finish their work within a certain deadline.**

**Tasks Assigned:**

* **Fabiona will finish the constraints**
* **Erlis will take care of the dependencies**
* **Kevin will write the project overview**
* **Denis will compile the assumptions**
* **Tomas will outline users’ characteristics**
* **Aldrin will write the purpose and scope of the specification and the product context**

**Time, Place, and Agenda for Next Meeting: 12/04/2023 at 8:45, Epoka University**