**MEETING REPORT**

**Team Name: \_\_\_\_\_\_\_\_\_7\_\_\_\_\_\_\_\_\_\_\_ Date of Meeting:** 11/03/2024

**Start Time:** 10:30 **End Time:** 11:45  **Meeting Location:** Cafeteria

**Moderator:** Dajana Kokomani **Recorder:** Dajana Kokomani

**Other Members Present:** Dea Hasanaj, Danja Korreshi, Olga Kolaj, Aurel Kulemani, Xhulia Myftaraj, Brend Zmijanej.

**Members Absent:** ---

**Topics Discussed:**

* Requirements elicitation and analysis
* Identifying the overall structure of the system

**Decisions Made:**

* We decided to start on the requirements specification document for the first draft of the project since it is a long, precise and detailed script
* We understood the needs and expectations of the various stakeholders involved, such as the customers, restaurants, delivery drivers + gathered requirements for the features of each of these user interfaces and decided on the structure of a requirements document

**Tasks Assigned:**

Coming up with a general architectural design/concept for the:

* Login/Register interface -> Olga Kolaj
* Client interface -> Dajana Kokomani, Dea Hasanaj
* Restaurant interface -> Danja Korreshi, Brend Zmijanej
* Delivery interface -> Xhulia Myftaraj, Aurel Kulemani

To start on the outline for the requirements script:

* Section 1 (Executive summary) -> Brend Zmijanej
* Section 2 (Product/Service description) -> Olga Kolaj
* Section 3.1 (Functional requirements) -> Dea Hasanaj
* Section 3.2.1 (Non-functional, Product requirements) -> Dajana Kokomani
* Section 3.2.2 (Non-functional, Organizational requirements) -> Aurel Kulemani
* Section 3.2.3 (Non-functional, External requirements) -> Xhulia Myftaraj
* Section 3.3 (Domain requirements) -> Danja Korreshi

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

2/3/2024 at around 10:30 in the cafeteria.