

MEETING REPORT

Team Name: Topform **Date of Meeting:** 28/04/2022

Start Time: 12:30 **End Time:** 14:00 **Meeting Location:** Epoka A Building

Moderator: Jonel Qelemeni **Recorder:** Jonel Qelemeni

Other Members Present: Endri Kasa, Klara Hoxha, Xhemiljana Troka, Xhulia Toska

Members Absent: Ismail Ali

Topics Discussed:

Working on Non-functional requirements; Creating the specific diagrams;

Decisions Made:

This sixth week, the work towards achieving our goals continues. The main topic discussed on this week was the continuation of diagram creation and implementation. The different types of diagrams that were mainly created this week were:

- DFD
- Activity
- Sequence

So, the first diagrams will be related to the Use Cases as the best method to represent them in their entirety.

The requirements document is yet to be completed as well, with some of the non functional requirements remaining to be finished.

Generally, each member has to complete the respective wikis. While specifically:

- Endri will be working on the DFDs
- Jonel will be working on Sequence Diagrams
- Klara will be working on Activity Diagrams
- Xhemiljana will be working on non functional requirements
- Xhulia will be working on non functional requirements

Time, Place, and Agenda for Next Meeting:

The next meeting will be held on Thursday, May 5th at Epoka A building. At the next meeting, the tasks assigned for each member will be checked if they have been fulfilled. Also the work will be divided specifically for each team member according to the weekly tasks to be done.