**MEETING REPORT**

**Team Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Meeting: 26/03/2021**

**Start Time: 16 : 00 End Time: 16 : 30 Meeting Location: Google Meet**

**Moderator: Irv Lika Recorder: Irv Lika**

**Other Members Present: Juxhin Allaisufi, Evelin Uliu, Ina Sholli, Arber Lala, Irv Lika, Emiljan Ndokaj.**

**Members Absent: No one was absent**

**Topics Discussed:**

In the online meeting we held we discussed about the requirements of Step one as noted by the professor such as:

* team names,
* role division
* project suggestions
* our meeting time.

**Decisions Made:**

Our team decided that we will conduct the online every Friday at 15:30.

The projects that we suggested were:

* Creating a Banking System that takes care of user management and transactions
* A chat app just like “WhatsApp” or “Telegram”
* Learning Management System
* An online library
* An app that helps people to earn money by doing simple workloads such as helping someone buy grocery etc

**Tasks Assigned:**

Our team decided that members shall research every of the project suggestions mentioned above and during our next meeting we will discuss on the final project. We will also decide on our team’s name and projects goals and objectives.

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

Once a week every Friday at 15:30. Our agenda for the next meeting is to decide on the final project and the best approach to achieve the final product.