**MEETING REPORT**

**Team Name: Programuesit e vegjel Date of Meeting: 7th of April 2023**

**Start Time: 16:00 End Time: 16:35 Meeting Location: Europa Coffee, Tirana**

**Moderator: Jurgen Halili Recorder: Jurgen Halili**

**Other Members Present: Endi Shima, Arlind Hoxha, Soni Deliallisi, Kosta Belba**

**Vinsent Hasula**

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**Members Absent: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Topics Discussed:**

1. **Working together to complete assignments presented to us for this week.**
2. **Brainstorming new ideas to incorporate in our project.**
3. **Using the Divide & Conquer approach to acknowledge every person’s part of the project**

**Decisions Made:**

**During the meeting, we came to the conclusion that we need to incorporate a “Worker” level of security in our project. This means that workers can also access the application to make communication with their Higher-Ups easier. We also decided on what part of the project each member shall do.**

**Tasks Assigned:**

1. **Jurgen Halili: Overall management of the project/group.**

**Use cases for Administrators.**

1. **Endi Shima: Use cases for Clients.**
2. **Arlind Hoxha: Use cases for Managers.**
3. **Soni Deliallisi: Use cases for Workers.**
4. **Kosta Belba: Organizing functional and non-functional requests.**
5. **Vinsent Hasula: Creating documentation for the project.**

**Time, Place, and Agenda for Next Meeting: Same time, same place as this week’s meeting. Agenda consists of starting/showing work done during the week and presenting new ideas.**