

MEETING REPORT

Group 10

Date of Meeting: 06/04/2022

Start Time: 10:30 **End Time:** 12:00

Meeting Location: Epoka University

Moderator: Gejsi Dervishi

Recorder: Jurgen Cela

Other Members Present: Kevin Mamaj
Gejsi Dervishi
Mario Cikalleshi
Irklida Voci
Jurgen Cela
Fatbardha Shahollari

Members Absent: -

Topics Discussed:

- The first topic we had to clarify was about the team leader selection.
- Discussion on how the weekly meetings will proceed.
- Discussing about project ideas.
- We also discussed about the technologies we are going to use to build our application. To get into a conclusion we had to be aware of the knowledge of each member in different technologies and decide which was the most suitable one.

Decisions Made:

- As a team leader we decided Kevin Mamaj.
- Kevin Mamaj as a leader will take care of the Github repository and open a file for each member related to their weekly report.
- We decided on how we will proceed with the weekly meetings. We opened a Whatsapp group and a Discord channel.
- Deciding on the business we are going to create a software.

Tasks Assigned:

- Doing a detailed research about the business and its requirements.
- Opening a Github repository and a file that will contain the weekly reports.

Time, Place, and Agenda for Next Meeting:

We will do several meetings during the week, at the premises of Epoka University or online.