

# **MEETING REPORT**

**Team Name:** ZIP

**Date of Meeting:** 15 May 2020

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

**Meeting Location:** Online

**Moderator:** Kimberli Troka

**Recorder:** Devis Myteveli

**Other Members Present:** Ada Dedja, Klea Uka, Sheila Pinari

**Members Absent:** None

## **Topics Discussed:**

We discussed about the first draft of diagrams made through this week and the new types of diagrams to be finished until next week.

## **Decisions Made:**

- Go through Data Flow Diagrams, Activity Diagrams once more
- Fix and change some of the diagrams
- Continue working on ER diagrams
- Further work with the other diagrams

## **Tasks Assigned:**

Every team member will continue working on the diagrams assigned for each one of them, and start working with the other diagram' types.

Kimberli will continue working on ER Diagrams and on Collaboration Diagrams with Devis.

Sheila will work with Sequence Diagrams.

Ada will edit, correct and continue working with Data Flow Diagrams.

Klea will edit, correct and continue working with Activity Diagrams and State Diagrams.

Devis will continue working with Collaboration Diagrams together with Kimberli.

Each member will report their individual work on their personal wiki.

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

Next meeting will be held online on – WhatsApp videocall.

Date and time: 22 May 2020