**MEETING REPORT**

**Team Name: CEN 3 C Group 2 Date of Meeting: 11/04/2024**

**Start Time: 14:30 End Time: 15:30 Meeting Location: Epoka**

**Moderator: Xhoni Dërvishi Recorder: Miki Belegu**

**Other Members Present: Kevin Rroga, Gerjan Haxhia**

**Members Absent: Idris Duka, Klejdi Cercis, Kostantino Tereziu**

**Topics Discussed:**

* **Diagram Creation:** Discussed the creation of diagrams such as Activity Diagrams, State Diagrams, Sequence Diagrams, and Interaction Diagrams to align with project plans.
* **Diagram Software:** Agreed to use a consistent diagram creation software for uniformity and aesthetic appeal of diagrams.
* **Task Allocation:** Equitably distributed tasks based on this week's workload among group members.
* **Next Week's Agenda and Progress Evaluation:** Deliberated on the agenda for the upcoming week to ensure project continuity and progress.
* **Quality Check:** Ensured quality standards for database and use cases.

**Decisions Made:**

* **Drafted basic diagram prototypes to be further incorporated into the specification document.**
* **Selected a general diagram creation software for consistency in the document.**
* **Assigned tasks for the current week to team members.**
* **Spread tasks evenly among group members to ensure efficient progress.**

**Tasks Assigned:**

The goal for this week is to continue working on the requirements specification document, focusing on Activity Diagrams, State Diagrams, Sequence Diagrams, and Interaction Diagrams. The following task assignments have been made:

TBD

The designated Google Document will serve as the collaborative platform for documentation purposes.

(link: <https://docs.google.com/document/d/14OD1nyw4zc8JPk82_-3e3D8gyviz0nYImqAY7lcdXGk/edit?usp=sharing>).

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

Time: 14:40, April 25

Place: Software Engineering laboratory (lab 5/D-005)

Agenda: Review progress on diagrams, discuss the remaining diagrams and plan ahead for the upcoming design phase.