

MEETING REPORT

Team Name: Maverick Group (2/4) **Date of Meeting:** 26/03/2019

Start Time: 17:00 **End Time:** 20:00 **Meeting Location:** Destil Hostel

Moderator: Xhovana Gjinaj **Recorder:** Sara Makishti

Topics Discussed:

1. Analyzing the problem of the current Alumni management system
2. Setting up the GitHub Accounts
3. Research on possible frameworks and/or technologies to use
4. Documentation of the project

Decisions Made:

1. We formulated the problem of our system as: *Alumni data are difficult to collect, maintain, distribute and update due to the estimated increase on the number of Epoka University alumni students over the next 5 years.*
2. We set up our project on github under: smakishti16/AIS
3. We completed the project description under Github 'ReadMe' section.
4. We decided to code our project using PHP programming language as this will be a web application and we will use open source technologies such as Bootstrap 4 for the design.
5. We decided to divide the workload of the project documentation.

Tasks Assigned:

1. Sara Makishti will be responsible to upload the first documents on Github.
2. Xhovana Gjinaj will start working on the first part of the documentation.

Time, Place, and Agenda for Next Meeting:
To be decided within this week.