Minutes of meeting

Meeting 19-05-2022 11:15 – 11:45

Attendees

Group 5:

- Ivan Sakal
- Saeed Ba Wazir
- Soleil Umwiza
- Jessie van Nuenen

Media Bazaar representative:

- Aleyna Kartal

Notes:

First priority is the website as well as making a start on the new functionality for automatic scheduling. It is also important to start working on some small feedback points that have been given:

Website

- Change layout of schedule in website to be similar to application
- Add new page for availability where people can register sick or ask for vacation. Have employees give a reason.
- When registered sick there should be an option to register that people are better again.
- In the schedule on the website display free days/sick days
- Logo and notifications on the website should go in the navigation bar
- The items in the navigation bar should be changed from text to icons
- Homepage can have the same, bigger icons as a menu with a welcome message. Also put the logo somewhere on the home page.

Automatic scheduling

- Add automatic scheduling, use FTE tracking, availability, etc. Have it automatically schedule at a certain moment. (Button to do so for demo purposes)

Small changes

- Add a logo to the login page in desktop application
- Have a color scheme for status in reshelve request
- Make sure arrival date gets set when reshelve status is delivered
- Change text in labels on dark background to be white/lighter
- Delete year in the dates in the schedule table
- For schedule put the filters on top and the schedule below it (desktop)
- Do not include a list of names in schedule, only numbers
- Add option to 'update' a certain shift. This would mean moving this shift of a certain person to another day.
- For statistics it will be better to have a white background
- The departments in employees should be aligned with the employees at the top
- In the schedule it would be nice to put day of the week and the date above each other and center it
- In the desktop change as many buttons as possible to have icons

- Make a different layout for notifications, change view and logout button (no big gaps)
- Add an option for the manager to make an announcement shown to all employees through the notifications on the website.
- Option to disable (certain) notifications
- The filter by label should be deleted

Second priority will have to do with adding options to mark employees presence and absence:

- Add option for employees to check in and check out.
- When checking in save the date and possibly time that the employee checked in.
- If people forget to check out it might be nice to have an option to manually check out on the website.
- When people do not check in they should be marked absent.
- Having an option for manager/admin to manually change absence is also a good idea. (When someone forgot or something is not right)

For last priority we have some functions that were mentioned during the interview but were not specified to be a priority as of now:

- Add statistics for products (stock management)
  - Amount of products per category
  - Amount of products broken (percentage)
  - Amount of sales per product
- Add department statistics for department management
  - Amount of employees per department
  - Amount of employees planned per department (that day)
- There will be a new application for registering sales (cashiers system)
- Department management should include options to add, delete, update and view departments. We also want to see the amount of employees working for a department.
  - For deleting a department we'd like to have some double-check as otherwise a lot of things get deleted. ('are you sure' message)