Minutes of Meeting Form

Team #: AMTechnics
Date: 12.04.16

	Student Name (Initials)	Present?	Late > 5 mins?	Informed about absence?	Scribe?
1	Milana	✓	✗		
2	Temirlan	✓	✗		
3	Tagzym	✓	✗		
4	Miras	✓	✗		
	Abay	✓	✗		✓

	Student Name (Initials)	Old Action Item	Status
1	Milana&Temirlan	working in web	in process...
2	Abay&Tagzym	working on android app	in process...
3	Miras	managing the proccess	done by meeting
4			

Agenda / Discussion Summary
Problems are solved, results collected. Continuing working and striving

	Student Name (Initials)	New Action Item	Due Date
1	Miras	web	
	Tagzym	android	
2	Temirlan	web	
	Milana	web	
3	Abay	android/manager	
4			

Team Work Distribution Form

Assignment #: 8
Team #: AMTechnics
Date: 16.04.16

	Student Name (Initials)	Signature	% of total effort (adds to 100)	Lots of extra work?	Description of what done
1	Temirlan	✓	20	✕	web
2	Abay	✓	20	✕	android
3	Miras	✓	20	✕	web
4	Tagzym	✓	20	✕	android
	Milana	✓	20	✕	web