Old Business (meeting minutes)

\*\* copied from last meeting\*\*

For next time, each member work on the deliverable

Anthony

* Contact Alliance for sample files
* Recontact Jeff

On site meeting

* Dress professionally
  + No athletic clothes
  + No flip flops
* We must have the project plan ready (90% done)
  + Prioritize topics that pertain to requirements
* Write out requirements on site
  + We have to have project plan complete to be effective

\*\* end of copied old business

Meeting Body

First Deliverable Review as a team

Did we get feedback from instructor

No

Did we get grade

No

Focus on

What should we use

What should we avoid

Direct Feedback From Anthony

-Focus on writing complete, concise and grammatically correct sentences

- focus on our comments and writing fully sentences

Second Deliverable

Look over the template so far

Describe the areas we must complete as a team

* Section 1
* Section 2

Decide on a format for Section 3

* Chose Option 1 for format

Distribute Section 1, 2

* Completed during meeting
* Stored in breakdown document

Distribute Section 3 requirements areas

* Decided to work on this on Friday

Requirements Priorities

Essential

How it does web crawling

Connected through web

How to save data

Optional

Conditional

New Business

Work on tasks for Friday

* Meeting on campus at 1:00 PM
* Work on our assigned tasks as much as possible

Recordings

Stream -   
<https://legrand.webex.com/legrand/ldr.php?RCID=555814ce48babeb98db5ab8771d36f65>

Download-

<https://legrand.webex.com/legrand/lsr.php?RCID=dba71805880dcaa1a4197bea993fb2c3>