Meeting Agenda

Goal: **Date and Time:** **Avenue :**	Choosing software process activity model 10/3/2021 6:30PM Zoom
Chair:	Ali Althawab
Client:	Mr.Faisal Alhwaikem
Attendance:	1. Saleh Altasan 2. Abdulrahman saad Altami 3. Ali Ayeel Alsammani 4. Mohammed Almarzooq 5. Turky Alhazimi
Absent with Apologies:	None

Agenda Items

Area	Goal	Time
Last meeting	We have a summary of last meeting	5min
Requirements	Analysis of requriement	5min
Task Management	Identify important tasks	40min
Technical Q&A	Answer some of the team members questions and concerns	5min
SRS Critique	...	-