# Meeting Minutes

**Group name:** OneTeam

**Date:** 7/31/16

**Time:** 7:00pm – 7:15pm

**Location:** Hangouts

**Primary facilitator:** Sang-Joon

**Minute Taker:** Jacqueline Pham

**Attending:** Chris Carducci, Sang-Joon Lee, Jackie Pham,

Juan Landaverde, Srivathsa Rajagopal

**Objective (or Agenda):**

1. Presentation Review

**Current Status (include the reference to related documents):**

* Getting ready to push final product to production
* Preparing for final demo + presentation

**Discussion:**

* Outstanding Bugs have been fixed
* Everyone go through and final validation after deploy to production
* Demo order - each component start with dashboard first
* In terms of demo - don’t need to go in depth on items that we showed already but try to show features already presented because it’s a final showcase
* Q&A - save it for the end

**Accomplishments/Decisions:**

* Work on filling out the slide deck by tomorrow noon