Meeting Minutes and Attendance Sheet

Meeting	Time	Location	Attendance	Remark
First Team meeting	Wednesday Sep 18th 4pm~5:30pm	BA3200	All	Project selection
Team meeting	Friday Sep 20th 12pm~2pm	BA3200	All	Arrange meeting with product champions.
Product Champions meeting	Monday Sep 23rd 8:30am~10am	MaRS	All	Discussed the project, and a little bit about server design.
Scrum meeting	Wednesday Sep 25th 1pm~1:30pm	BA3200	All	Arrange work for the first sprint 0 due.
Scrum meeting	Thursday Sep 26th 11pm~12pm	GB248	Milind, Andrew, Bao, JianFeng	Topic about project design and arrange product champion meeting
Scrum meeting	Friday Sep 27th 8pm~9:15pm	Skype	All	Topic about the system design and arrange product champion meeting.
Product Champions meeting	Monday Sep 30th 6pm~7:20pm	MaRS	Dhaval, Bao, JianFeng, Dr. Tran	System and interface design, Obtained many user stories.
Scrum meeting	Tuesday Oct 1st 11am~12pm	BA3200	All	Summary about the product champion meeting on Monday.