**Meeting Agenda**

***When and Where*** ***Role***

**Date**: 11/11/19 **Primary Facilitator/Team Leader**: Richu Mathew

**Start**: 8:50 pm **Timekeeper**: Curt Collins

**End**: 9:45 pm **Minute Taker**: Leif/Austin

**Location**: MCS 107 **Attending**: Richu, Curt, Leif, Austin

1. **Objectives**

Attend today’s meeting to discuss system design overview. Group assignment 3 work breakdown will be done during the meeting.

1. **Status** **[Allocated Time:** 10 min**]**

GitHub repository has been created.

MS project has been created.

1. **Discussion items: [Allocated Time:** 35 min**]**

3.1 System design overview will be held after class.

Note: - Please attend this meeting as it will not be postponed, nor the content will not be recapped over at another of meeting due to time constraints. Please make sure to note down points and ask questions if any.

3.2 Work breakdown will be done after the meeting.

1. **Wrap up: [Allocated Time:** 10 min**]**
   1. Review the following:
      1. Work breakdown.

* This agenda is subject to change.