**Meeting Agenda**

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

**Date**: 12/2/19 **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**

Prepare a testing document due on Wednesday (12/4/19).

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

System design document has been done and submitted.

1. **Discussion items: [Allocated Time:** 35 min**]**
   1. Please read through the system testing template provided in D2L.
   2. Discuss system testing strategy.
   3. Begin implementation/coding the system.
      1. Please utilize group chat to ask questions if any.
2. **Wrap up: [Allocated Time:** 10 min**]**
   1. Review the following:
      1. Testing strategies.

* This agenda is subject to change.