CEIS400: Software Engineering II

Project: GB Manufacturing

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Date:

Schedule:

1. Welcome and Introductions
2. Prior Meeting Minutes
3. Agenda Review and Adjustments
4. Key Updates/Progress Reports
5. Discussion Topics
6. Task Assignments
7. Deadline Review
8. Announcements
9. Open Discussion
10. Meeting Summary/Key Takeaways

Prior Meeting Minutes Summary:

Agenda Review/Adjustments Notes:

Key Updates/Progress Reports Notes:

Discussion Topics Raised:

Task Assignments:

Deadline Review:

Announcements:

Open Discussion:

Meeting Summary/Key Takeaways:

Open Notes Space: