# Group10-Software Engineering

# Meeting Minutes

February 17, 2017

1. Call to order

Emmanuel Obeng called to order the regular meeting of the Group10 at 11:00am on February 17, 2017 at Cs3 Computer Science Department.

1. Roll call

Clavel Brigol conducted a roll call. The following persons were present:

Emmanuel Obeng, Project Leader.

Clavel Brigol, Secretary.

Richard Adjei.

Bernard Sintim.

Julia Hello.

**Approval of Minutes:**

• Motion: To approve Minutes from February 10th Group meeting

• Vote: All approved.

• Resolved: The minutes of the February 10th, 2017 meeting are approved as corrected and entered into the Groups records.

1. Agenda Items:
2. Submission of Project Proposal Documentation parts.
3. Discuss on User Requirement Document
4. Discussion and Drawing of System Interfaces
5. Decision to present Interfaces to Client
6. Action Items:
7. Each member of the group presented their part of the Project Proposal Documentation to be analyzed among ourselves.
8. Bernard Sintim and Emmanuel Obeng lead the group through discussing the outline of the User requirement document.
9. The Project Interfaces were drawn and discussed by each and every member of the group.
10. Richard Adjei brought up the idea of presenting the interfaces to our client to know his view of the System Interface.
11. Adjournment

Emmanuel Obeng adjourned the meeting at 12:45pm.

Minutes submitted by: Clavel Brigol

Minutes approved by: Emmanuel Obeng