**Client Team Meeting 01**

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| **Project Name:** | Disaster Management System |
| **Team Name:** | Team Synergic |
| **Purpose:** | To Introduce the team and acquire requirements of the project from client |
| **Day, Date & Time:** | Wednesday, 6/20/2018, 2:00 PM |
| **Location of Meeting:** | GS 1620 |
| **Attendees:** | 1. Chandra Mouli Kantipudi 2. Hemanth Narne 3. Kishan Kalburgi Srinivas (Late) 4. Sreevani Anoohya Tadiboina 5. Vineeth Agarwal 6. Dr. Mark Corson (Client) 7. Dr. Ajay Bandi (Mentor) |
| **Absentees:** |  |

**Agenda:**

* Know about the client and introduce the team members to the client.
* Learn the background of the project and area of pain in current system (if any) from the client.
* Discussion of project scope, time, and cost goals.
* Discussion of other important topics that client or team wants to.

**Client Wish List:**

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| **S.No** | **Action Item** | **Assigned To** | **Due Date** |
| 1 | Explore and gain domain knowledge | All the team members | 06/27/2018 |
| 2 | Document all the requirements | Sreevani Anoohya Tadiboina, Vineeth Agarwal | 06/27/2018 |
| 3 | Create Paper Prototypes | Chandra Mouli Kantipudi, Hemanth Narne, Kishan Kalburgi Srinivas | 06/27/2018 |

**Date and time of next client meeting:** Wednesday, 6/27/2018, 2:00 PM