# Meeting Attendance

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# Version Release Cycle Plan

* Created this on diagrams.net.

# Topics for Client Meeting

* Present the MoSCoW matrix.
  + Ask about the client’s priorities for features, and make changes accordingly.
* Present the version release cycle plan.
  + Ask whether we should condense the branches to be more generic (as opposed to specific feature branches for each of the must haves).
* Can we use visual design tools such as Webflow and BuilderX for web application development?
* Should backlog tasks be specific, or generic (and then become more specific from specification to implementation stages)?
  + For example, for the login system, should we add ‘Login System’ as a backlog task, or ‘Email, username, and password for students’?
* How important is presentation and aesthetics to the client?
* Ask about how important hosting on a cloud server (such as AWS Elastic Beanstalk) would be.
* Ask about potential student-specific discounts or offers provided by the university for applications such as AWS.