

**CS/SE 2XB3: Final Project**  
**MEETING AGENDA**

<b>Project Name:</b>	JobViz	<b>Group Number:</b>	05
<b>Date of Meeting:</b> (DD/MM/YYYY)	01/04/2020	<b>Time:</b>	5:00 pm
<b>Meeting Facilitator:</b>	Rupinder Nagra	<b>Location:</b>	Online Video Call

### 1. Meeting Objective

The meeting objective was to divide our roles for the Java Implementation and Design Document and get started on our parts together.

### 2. Attendees

Name (last name alphabetical order)	Student Number	Role in the Project
Amir Afzali	400210592	Lead Programmer
Jonathan Cels	400209614	Tester
Eshaan Chaudhari	400193877	Designer
Jarrold Colwell	400199621	Researcher
Rupinder Nagra	400192953	Project Lead

### 3. What has your team done since the last meeting (documents, code, reading material, etc.)?

Description	Owner(s)
Finished the requirement document	Rupinder, Jonathan, Eshaan, Jarrod, Amir
Divide roles for the Java implementation and final Design Document	Rupinder Nagra
Setup a git repository and create skeletal structure of project	Amir Afzali
We decided the time and place of the next meeting.	Rupinder, Jonathan, Eshaan, Jarrod, Amir

### 4. Is anything slowing your team down on in your way?

Description	Route cause(s)	The TA feedback
N/A	N/A	N/A

### 5. What you about to change from the way another team is doing? (Complete it if you have met another team today)

Topic	Another Team methods	Your reflection
N/A	N/A	N/A

This template should be used for all team meetings and should be submitted as an attachment to a project log entry.  
Add rows to the tables when it is necessary.

Submitted by: Rupinder Nagra

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**MEETING MINUTES**

5. Notes, Decisions, Issues						
Topic			Owner		Time	
<ul style="list-style-type: none"><li>- Assigned the modules implementation roles and UI design</li><li>- Assigned the Junit Testing</li><li>- Assigned the documentation of the code</li><li>- Assign the Design Document writing</li></ul>			Amir Afzali, Eshaan Chaudhari		5:10	
			Jonathan Cels		5:20	
			Jarrod Colwell		5:35	
			Rupinder Nagra		5:50	
6. What will your team do before the next meeting? (Action Items)						
Action			Owner		Due Date	
Finish majority of the Design Document			Rupinder Nagra, Jonathan Cels		12/04/2020	
Finish UML and documentation			Jarrod Colwell		12/04/2020	
Finish the Junit testing			Jonathan Cels		12/04/2020	
Complete the Java implementation and UI design			Amir Afzali, Eshaan Chaudhari		12/04/2020	
5. Next Meeting (if applicable)						
Date: (MM/DD/YYYY)		12/04/2020	Time:	5:00 pm	Location:	Thode Library (Chosen Before University Closure)
Objective:		Final meeting to check if everything on the final rubric has been fulfilled				

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