

**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)	01/03/2020	<b>Time:</b>	4:00 pm
<b>Meeting Facilitator:</b>	Rupinder Nagra	<b>Location:</b>	Thode Library

### 1. Meeting Objective

The meeting objective was to divide our roles for the System Requirements Specification 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 project proposal	Rupinder, Jonathan, Eshaan, Jarrod, Amir
Setup a git repository to create skeletal structure of project	Amir Afzali
Read through library and framework documentation	Amir Afzali, Eshaan Chaudhari
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

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

5. Notes, Decisions, Issues					
Topic			Owner		Time
<ul style="list-style-type: none"><li>- Assigned the functional requirements of the requirements document</li><li>- Assigned the domain of the requirements document</li><li>- Assigned the non-functional requirements</li><li>- Complete the MIS and UML of the document of the requirements document</li></ul>			Amir Afzali, Jarrod Colwell		4:10
			Rupinder Nagra		4: 20
			Jonathan Cels		4: 25
			Eshaan Chaudhari		4:35
6. What will your team do before the next meeting? (Action Items)					
Action			Owner		Due Date
Divide roles for the Java implementation and final Design Document			Rupinder Nagra, Jonathan Cels		08/03/2020
Transfer MIS and UML			Rupinder Nagra, Jarrod Colwell		12/03/2020
Start setting up the libraries and frameworks we are using for implementation			Amir Afzali, Eshaan Chaudhari		17/03/2020
5. Next Meeting (if applicable)					
Date: (MM/DD/YYYY)	01/04/2020	Time:	5:00 pm	Location:	Thode Library (Chosen Before University Closure)
Objective:	Divide our roles for the Java Implementation and Design Document and get started on our parts together.				

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Add rows to the tables when it is necessary.

Submitted by: Rupinder Nagra