

## CS 440 Meeting Minutes

Group 19 Date: 09/15/17 Time: 12:00 Duration: 1 hr

Present, on time: **David Kay, Deep Patel, Briana Crockett**

Present, not on time: **N/A**

Absent: **Zalak Patel**

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### Synopsis:

First meet up. Agreed on a Project Idea. Discussed schedules and best times to meet. Roles of each person.

### Recent Accomplishments:

Note: Had a little difficulty arranging a time to meet. Assignment has been reviewed. Project Ideas have been reviewed.

### Current Activities:

Decided to use Deep's project Idea. Discussed permanent meeting times and place. Set up communication. Discussed beginning of work. Set up project sharing.

### Action Items:

Research deeper into the Project Idea. Complete at least Project Description, Project Overview, Purpose of Project, Scope of Work and Scope of the Product by next meeting.