

Minutes of Meeting Form

Team #:18

Date:15/02/2015

	Student Name (Initials)	Present?	Late > 5 mins?	Informed about absence?	Scribe?
1	Ainur Almurzina	+	-		
2	Madina Torgayeva	+	-		
3	Mariyam Sabyr	+	-		
4	Gaukhar Mrassylova	+	-		
5	Nazira Boranbayeva	+	+		Rush hour

	Student Name (Initials)	Old Action Item	Status
1	A.Almurzina	All screenshots for reservation	+
2	M.Torgayeva	50% screenshots of android app	+
3	M.Sabyr	All screenshots about menu and	+
		“toi”	
4	G.Mrassylova	All screenshots of gallery and contacts	+
5	N.Boranbayeva	50% screenshots of android app	+

Agenda / Discussion Summary

Complete the assignment 2:

- 1)merging all done screenshots in one document
- 2)minutes of meeting form
- 3)work distribution

	Student Name (Initials)	New Action Item	Due Date
1	A.A	Screenshots for admin part	20/02/15
2	M.T	Screenshots for admin part	20/02/15
3	M.S	Take photos of restaurant for gallery	20/02/15
4	G.M	Take menu list	20/02/15
5	N.B	Take menu list	20/02/15