**Protokoll zum Meeting:   
Vorbereitungsmeeting II**

11.03.2016 - 14.06.2016

**Teilnehmer:**

| Name | Organisation | Zeit |
| --- | --- | --- |
| Heiler, Johannes (HJ) | HS Mannheim PMO | 15:30 |
| Qiu, Shuang (QS) | HS Mannheim PMO | 15:30 |
| Liu Qingyao, (LQ) | HS Mannheim PMO | 15:30 |
| Ketcha, Caleb (KC) | HS Mannheim PMO | 15:30 |
| Jünemann, Tobias (JT) | HS Mannheim PMO | abwesend |
| Unbekannte Teilnehmerin (XX) | HS Mannheim PMO | abwesend |

Protokoll: Johannes Heiler

**A****genda:**

| **Nr.** | **Beschreibung** |
| --- | --- |
| 1 | Projektstatus |
| 2 | Status vom Fragenkatalog |
| 3 | Teameinteilung für den Fragenkatalog |
| 4 | Aufgabenverteilung |
| 5 | Sonstiges |
| 6 |  |
| 7 |  |

**Ergebnisse und Folgeaktivitäten**:

E = Entscheidung, I = Information, A = Aktivität

| **Nr.** | **Typ** | **Beschreibung** | Umsetzung  **bis** | **Verant-wortlich** |
| --- | --- | --- | --- | --- |
| 1.1 | I |  |  |  |
| 1.2 | E |  |  |  |
| 1.3 | A |  |  |  |
| 2.1 | E |  |  |  |
| 2.2 | E |  |  |  |
| 2.3 | E |  |  |  |
| 2.4 | A |  |  |  |
| 2.5 | A |  |  |  |
| 2.6 | A |  |  |  |
| 3.1 | I |  |  |  |
| 3.2 | A |  |  |  |
| 3.3 | I |  |  |  |
| 3.4 | A |  |  |  |
| 3.5 | E |  |  |  |
| 3.6 | I |  |  |  |
| 3.7 | I |  |  |  |
| 3.8 | E |  |  |  |
| 3.9 | A |  |  |  |
| 3.10 | A |  |  |  |
| 4.1 | I |  |  |  |
| 4.2 | I |  |  |  |
| 4.3 | A |  |  |  |
| 4.4 | A |  |  |  |
| 4.5 | A |  |  |  |
| 4.6 | E |  |  |  |
| 5.1 | E |  |  |  |
| 5.2 | I |  |  |  |
| 5.3 | A |  |  |  |
| 5.4 | E |  |  |  |
| 5.5 | A |  |  |  |
| 5.6 | E |  |  |  |
| 6.1 | I |  |  |  |
| 6.2 | A |  |  |  |
| 7.1 | E |  |  |  |
| 7.2 | E |  |  |  |
| 7.3 | A |  |  |  |
| 7.4 | A |  |  |  |
| 7.5 | A |  |  |  |
| 7.6 | E |  |  |  |
| 7.7 | A |  |  |  |
| 7.8 | A |  |  |  |
| 7.9 | A |  |  |  |
| 7.10 | A |  |  |  |

Fotodokumentation: