Minutes of Meeting Form

Team #:8
Date: 23.02.2014

	Student Name (Initials)	Present?	Late > 5 mins?	Informed about absence?	Scribe?
1	Amangeldiyev Amantur	yes	no		no
2	Batarayev Rassim	yes	no		yes
3	Khassanov Daniel	yes	no		no
4	Koktalov Dastan	yes	no		no

	Student Name (Initials)	Old Action Item	Status
1	Amangeldiyev Amantur	Assignment 3. Text part	finished
2	Batarayev Rassim	Assignment 3. 4 sequence diagrams	finished
3	Khassanov Daniel	Assignment 3. 4 sequence diagrams	finished
4	Koktalov Dastan	Assignment 3. Use cases description	finished

Agenda / Discussion Summary

At team meeting we completed our assignment, discussed our work distribution. We divided our work for four people: 1 man makes design, 2 man makes desktop application, 3 man makes web application, 4th one is administrator which will connect all parts of our system through database.

	Student Name (Initials)	New Action Item	Due Date
1	Amangeldiyev Amantur	Server and "draft" version of DB	8.03.2014
		Draft of interconnection of all parts	
2	Batarayev Rassim	Desktop app's "draft" version	8.03.2014
3	Khassanov Daniel	Web site's "draft" version	8.03.2014
4	Koktalov Dastan	Makeup and design	8.03.2014