[Meeting Title]

|  |  |  |  |
| --- | --- | --- | --- |
| Minutes | [Click to Select Date] | [Meeting Time] | [Meeting Location] |

|  |  |
| --- | --- |
| Type of meeting | Tutor Meeting |
| CHAIRMAN | Hristian |
| Note taker | Dimitar |
| Timekeeper | N/A |
| Attendees | Group + Tutor |

## Agenda topics

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| --- | --- |
| [Time Allotted] | [Topic] |

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| n/a | Project plan |

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| --- | --- | --- | --- |
| Discussion | Discussed the finalised version of the project plan. | | |
|  | | | |
| Conclusions | Decide if to add risks. | | |
|  | | | |
| Action items | | Person responsible | Deadline |
| Send the latest version of the project plan. | | TEAM | N/A |
|  | |  |  |

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| --- | --- |
| n/a | DATABASE |

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| --- | --- | --- | --- |
| Discussion | The different tables from the database model. | | |
|  | | | |
| Conclusions | Add name to the products and loanlines table. Change the activities table. Set a group leader for the reservation | | |
| table. Separate entries about the count of articles in the shops and the storage.Add separate table for rfid chips. | | | |
| Action items | | Person responsible | Deadline |
| Modify the database design model. | |  |  |
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| --- | --- |
| n/a | WIREFRAMES |

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| --- | --- | --- | --- |
| Discussion | Discussed initial version the the website wireframes | | |
|  | | | |
| Conclusions | They are good enoght and need some little changes. | | |
|  | | | |
| Action items | | Person responsible | Deadline |
| Overview the wireframes. | |  | N/A |
|  | |  |  |

N/A RFID CHIPS

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| --- | --- | --- | --- |
| Discussion | Discussed the meeting about RFID chips | | |
|  | | | |
| Conclusions | We decided to schedule the meeting for another time. | | |
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| Action items | | Person responsible | Deadline |
|  | |  |  |
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