**Attendance**

| **Team Member Name** | **Present?** | **Medium** |
| --- | --- | --- |
| Alexander Dinh | y | Discord |
| Qianhui Hub | y | Discord |
| Alfred Langen | y | Discord |
| Parisa Arbab | y | Discord |
| Jackelyn Castaneda | y | Discord |

**Meeting Location**

Location: Online (Discord)

**Meeting Start**

Scheduled start: 5:30p

Actual start: 5:30p

Recorder: Alfred

**Agenda**

1. Plan out next steps
2. Made task flows for target scenarios
3. Made sitemap
4. Decide who does what/when to have it complete

**Meeting End**

Scheduled end: N/A

Actual end:

**Post-Meeting Action Items**

| **Action** | **Assigned To** | **Deadline** |
| --- | --- | --- |
| 1. Make screen drafts | Everyone | 11/12 - 1p |
| 1. Make script for each test | Alfred / Qianhui |  |
|  |  |  |
|  |  |  |

**Decisions Made**

1. Tasks assigned
2. Create them by Sunday’s meeting (as well as possible)
3. Bring rough drafts (screens)
4. Work through task interaction Sunday’s meeting
5. 1pm CST meeting time

**Next Meeting**

Location: Discord

Scheduled date: 11/12 - 1p CST