**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: 1:00p

Actual start: 1:00p

Recorder: Jacki

**Agenda**

1. Share our drafts of prototypes on Axure
2. Agree on consensus for footer and header

**Meeting End**

Scheduled end: N/A

Actual end: 3:00pm

**Post-Meeting Action Items**

| **Action** | **Assigned To** | **Deadline** |
| --- | --- | --- |
| 1. Finish prototype drafts | everyone | 11/13 |
|  |  |  |
|  |  |  |
|  |  |  |

**Decisions Made**

1. Created a cohesive document with all of our prototyped parts in Team Axure page.

**Next Meeting**

Location: Discord/Zoom

Scheduled date: 11/13 after class