**Meeting Agenda**

When and Where Role

Date: 28 January 2015 Primary Facilitator: Calvin

Start: 5:00pm Timekeeper: Cory

End: 8:00pm Minute Taker: Josh

Room: GH 124

1. Objective

Discussing project, use cases and vision.

1. Status [Allocated Time: 15 minutes]

Calvin: Vision for the program that we want to implement and its goals.

1. Discussion items [Allocated Time: 155 minutes]
   1. Write vision for the project.
   2. Establish use Cases for the project.
   3. Write basic and alternative flow for use Cases.
   4. Create use Case Diagrams.
   5. Finish PowerPoint presentation.
2. Wrap up[Allocated Time: 10 minutes]
3. Review and assign new action items for iteration 1.
4. Meeting critique