**Client Team Meeting**

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| **Project Name:** | The Northwest Theatre |
| **Team Name:** | Team Sparklers |
| **Purpose:** | Automating Ticket Booking System and generating Reports |
| **Day, Date & Time:** | 06/19/2018 & 2:00PM |
| **Location of Meeting:** | CH3600 |
| **Attendees:** | Santosh Bonala  Saivarun IIIendula  Ashwith Gundu  Supraja Kumbam  Rahul Reddy Lankala  Keerthi Chiduruppa |
| **Absentees:** | NONE |

**Agenda:**

* Introductions of attendees
* Background of project
* Discussion of project scope, time, and cost goals
* Discussion of other important topics

**Client Wish List:**

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| **S.No** | **Action Item** | **Assigned To** | **Due Date** |
| 1. | Requesting Requirements | Santhosh Bonala | 06/19/2018 |
| 2. | Drafting Requirements | Keerthi Chiduruppa | 06/20/2018 |
| 3. | Product Backlog | SaiVarun Illendula | 06/21/2018 |
| 4. | Sprint Backlog | Rahul Reddy Lankala | 06/23/2018 |
| 5. | Sequence diagram | Supraja Kumbam | 06/24/2018 |
| 6. | Draw Prototypes | Ashwith Gundu | 06/25/2018 |
| 7. | Requesting Sample Data | Santhosh Bonala | 06/20/2018 |

**Date and time of next client meeting:**