

CMPT 276 Group 9 Team Meeting		Date:	Fri, Feb 10, 2017
		Time:	3:30pm – 4:00pm
		Location:	CSIL
Meeting called by:	Hans Kim	Type of meeting:	Planning
Facilitator:	Hans Kim	Note taker:	Hans Kim
Timekeeper	Hans Kim		
Attendees:	Hans Kim, Princess Macanlalay, Jason Xu		
Absent:			

Minutes

Agenda item:	Read HW2 handout	Presenter:	Hans Kim
Discussion:			
Conclusions:			
Action items:		Assigned to:	Deadline:
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Agenda item:	Discuss HW2 requirements	Presenter:	Hans Kim
Discussion:			
	Design document might take the longest		
	Need to read corresponding textbook sections		
Conclusions:			
Action items:		Assigned to:	Deadline:
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Agenda item:	Discuss schedule for HW2	Presenter:	Hans Kim
Discussion:			
	HW2 is due in 2 weeks		
	Want to use reading break to get as much done as possible		
Conclusions:			
	Try to finish requirements document and design document before end of reading break		
Action items:		Assigned to:	Deadline:
• Meeting to work on requirements document	All		2017/02/14
• Meeting to work on design document	All		2017/02/17
• Meeting to work on QA plan	All		2017/02/20
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Other Information

Observers:
Resources:
Special notes: