

CMPT 276 Group 9 Team Meeting		Date:	Mon, Feb 20, 2017
		Time:	3:30pm
		Location:	CSIL
Meeting called by:	Hans Kim	Type of meeting:	HW2 Writing/Discussion
Facilitator:	Hans Kim	Note taker:	Hans Kim
Timekeeper	Hans Kim		
Attendees:	Keith Chan, Hans Kim, Princess Macanlalay, Jason Xu		
Absent:			

Minutes

Agenda item:	Review diagrams	Presenter:	Hans Kim
Discussion:			
	Add a class diagram for ExerciseRecord		
	Potentially add a couple sections to the state diagram		
	Add another sequence diagram		
Conclusions:			
Action items:		Assigned to:	Deadline:
• Clean up diagrams		Hans, Keith	2017/02/23
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Agenda item:	Review data requirements	Presenter:	Hans Kim
Discussion:			
	No progress		
	Finished bulk of the requirements during meeting		
Conclusions:			
	Must rephrasing and finalizing		
Action items:		Assigned to:	Deadline:
• Finish rephrasing and finalizing		Princess, Jason	2017/02/23
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Agenda item:	Write feature priorities	Presenter:	Hans Kim
Discussion:			
	Finished feature priorities		
Conclusions:			
	Reword short hand notes		
Action items:		Assigned to:	Deadline:
• Reword short hand version		Hans	2017/02/23
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Agenda item:	Write scenarios	Presenter:	Hans Kim
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Discussion:

Scenarios were written in short hand

Conclusions:

Need to reword text and create screenshots

Action items:

- Reword text
- Create screenshots

Assigned to:

Hans
Hans, others

Deadline:

2017/02/23
2017/02/23

Agenda item: Format documents

Presenter: Hans Kim

Discussion:

Formatting will be done when each section has been revised

Conclusions:

Must do final formatting and section formatting

Action items:

- Final formatting
- Section formatting

Assigned to:

Keith
All

Deadline:

2017/02/23
2017/02/23

Agenda item: Review data Discuss QA plan

Presenter: Hans Kim

Discussion:

Section 1 and 4 seem to be more difficult portions

Conclusions:**Action items:**

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Assigned to:**Deadline:**

Agenda item: Plan next meeting

Presenter: Hans Kim

Discussion:

Not available to meet on Friday

Conclusions:

Next meeting will be on Thursday

Action items:

- Next meeting
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Assigned to:

All

Deadline:

2017/02/23

Other Information

Observers:

Resources:
Special notes: