

Course	CSIS 3280	Section	002	Term	Summer 2020
Professor	Bambang A.B. Sarif				
Title	Kickoff Meeting				
Date	June 29, 2020		Time	5:30 PM to 6:20 PM	
Responsible	Fernando Viana Maia				
Location/Platform	Online Metting – Microsoft Teams.				

Attendees		
Name	Email	Student Id
Fernando Viana Maia	vianamaiaf@student.douglascollege.ca	300320728
Joel Giladi	giladij@student.douglascollege.ca	300302313
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1 Topics

Definition of basic project elements such as:

1. Project Theme: Student Registration Web Application.
2. Repository for documents: Google Docs - Shared Folder.
3. Repository for the code: GitHub.
4. Group Team Leader.
5. Online platform for next meetings: Skype.

2 Done

- Not applicable at this moment because it was the first meeting. In the future this section is going to provide details of what was done since the last time the group met (per person).

3 What is working well

- Collaboration amongst the team members.
- GitHub project repository is already set up and tested.

4 What is not working well

- The software for collaboration (Teams) has some features that not every account is able to use. For the next meeting we are going to use Skype.

5 Next Steps

- Create Shared Folder on Google Docs
- Create the skeleton of the required documents
- Suggestions of Name for the App, so we can vote in next meeting.
- Suggestions of Design for the Data Model (Tables).
- Templates for HTML/CSS.
- Features and why these add value to the project.