|  | Meeting Minutes |
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# Call to order

A meeting of **Team 3** was held at **1a 13** on **7/11/2018**.

# Attendees

Attendees included **Team members: Conor Brennan, Adam Guerin, Ryan Kelly and Will Mannix. Client: Kelly O’Brien**.

# Members not in attendance

Members not in attendance included **Team member: Mark Mukiiza**.

# Approval of minutes

No prior minutes taken.

# Agenda Items

1. The meeting discussed the 3rd year software development group project. In the meeting we talked about what the product is – a medical device company that produces medical devices to hospitals by putting together components that are taken from the warehouse. These components are ordered in batches which have a batch number.
2. Each product has a certain number of components and once there is enough components in the warehouse the device can be produced. This creates a work-order number.
3. A manager can creates the work order and the operator signs off on how the job went.
4. The team need to be able to build software that will allow the company to create these work-orders using a software instead of on pen and paper.
5. The team will also try keep tractability of components, keep a check of stock levels, pre-empt ordering stock and check the details of a product through the means of an RFID chip.

# Future Actions

1. Divide work between group members.
2. Decide on HOW the project will be constructed eg. Web app or Windows form.