

2017-09-19

4:40 – 5:50

Project Team 7 meeting (2)

Applied Science Building

Meeting called by:	Everyone	Type of meeting:	Weekly meeting
Facilitator:	N/A	Note taker:	Youjung Kim
Timekeeper:	N/A		
Attendees:	Jason Tsang, Josh Shercliffe, Youjung Kim, Nathan Tanner, Philip Leblanc		
Absent:	N/A		

Please read:

Please bring:

Minutes

Agenda item:	Brainstorming, HW 1 discussion	Presenter:	All
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Adding features to the app for complexity

- Memory View, Profile view, Timeline view, Family Tree view, Friend view
- Appointment view, Statistics view (based on quiz stats)
- Morning Quiz game view (Everyone in the family)
- GPS tracking (alert system when out of bound)
- 2 Types of users: Admin and User

HW 1 distribution

- website, Table content, revision history, summary - Nathan

Discussion:

- Project overview – Josh
- Project planning - YJ
- Schedule (MS project) - Philip
- Risk Management – Jason
- References – All

Assigning roles

- Project Manager: Nathan
- Developers/Testers: Everyone
- QA: Josh, YJ

Conclusions: Finished role assignment, HW distribution

Action items	Person responsible	Deadline
✓		
✓		
✓		
✓		

Agenda item: Need to talk to Herbert about our idea

Presenter:

Discussion: - Complexity, direction

Conclusions:

Action items

Person responsible

Deadline

✓

✓

✓

✓

✓

✓

Other Information

Observers:

Resources:

Special notes:
