'Android Developers' meeting minutes

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| Location: | Discovery Park NTDC B157 |
| Date: | 09/13/2016 |
| Time: | 10:40 a.m. |
| Author: | Anurag Chitnis |
| Attendees: | Dr. Hyunsook Do, Anurag Chitnis, Nitesh Kumar Sharma, Satyanarayana Chivukula, Gil Wasserman |

# Agenda items

1. Project proposal presentation
2. Deliverable-1 document creation
3. Project status and feasibility

# Discussion:

* Discussed about the project proposal presentation – Anurag will start the presentation with introduction, project overview and motivation. Satya will cover the activities and features included in the project. Nitesh will talk about the project schedule, Gantt and PERT chart and meeting minutes. Gill will talk about risk management of the project.
* Discussed and divided the project deliverable documentation. The activities are listed in the action list below.
* Discussed the tentative dates of modules and project schedule.
* Discussed the risk management of the project.

| Sr. No. | Action items | Owner(s) | Deadline | Status |
| --- | --- | --- | --- | --- |
| 1 | Push the initial slides and the deliverable document in the repository | Anurag | 09/13/2016 | In Progress |
| 2 | Create the slides and deliverable document for team introduction, project overview and motivation. | Anurag | 09/14/2016 | In Progress |
| 3 | Create the slides and deliverable document for the activities and features included in the project. | Satyanarayana | 09/14/2016 | In Progress |
| 4 | Create the slides and deliverable document for the project schedule, Gantt and PERT chart and meeting minutes. | Nitesh | 09/14/2016 | In Progress |
| 5 | Create the slides and deliverable document for risk management of the project. | Gill | 09/14/2016 | In Progress |