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| **DATE:** | Wednesday 03-10-2018 |
| **TIME:** | 12:00 PM – 15:00 PM  : AM |
| **LOCATION:** | Room 1.47B  d |

**Meeting Minutes**

* **Attendee Names**
* Elahe Seyedkabirian, NguyenBao Quoc, Amin Jahromi, Le Viet An,
* **Attendees Not Present**

**Agenda**

* **Opening**
* **Discussing on buy ticket process on website**
* **Discussing on registration process on website**
* **Discussing on renting material process during the event**
* **Discussing on application forms**
* **Discussing on reserving camping spot process**
* **Closing**

**Action List**

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| --- | --- | --- |
| **Action** | who | status |
| Home page HTML and CSS to show client  Create Application forms to show client  Change registration process on website  Change use cases based on agreements on buying ticket and registration process  Chane use cases and create wireframe for rent materials and tents page  Arrange meeting with client to show the design | Amin Jahromi  Le Viet An  Whole group  Whole Group  Elahe Seyedkabirian  Whole group  Amin Jahromi | Done  Done  Done  Done  Done  In Operation  Done |

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| --- | --- |
| **SECRETARY APPROVAL:** *(Signature & Date)* | Elahe Seyedkabirian |