Battleship Project Meeting | MINUTES

Meeting called by	Pasindu Ashen Devinda Wijayapura	Attendees:
		Endru Joshua
Type of meeting	Battleship Project Meeting	Quang Huy Bach
Facilitator	Pasindu Ashen Devinda Wijayapura	
Note taker	Carey McManus	

AGENDA TOPICS

Time allotted | *10 Minutes* | Agenda topic *Decisions to be Made* |

Discussion around decisions to be made to start the project.

- What project are we doing?
- Who is going to take on what role in the project?
- What language are we going to be using?

Decisions	Person responsible	Deadline
The project will be making an app to easily find team members for group projects		
Role of 'Product owner'	Endru	
Role of 'Team Leader'	Carey	
Role of 'Team Member'	Huy and Ashen	
C# will be the language used for project		

What tasks need to be undertaken before next meeting

Action items	Person responsible	Deadline
Email tutor Musfique with a description of the project and who is involved	Endru	7/4/2018
Email Subject Coordinator Bao to lock in project	Endru	9/4/2018 – 4:30pm
Create a Vision Board and Document outlining the vision of the project	Everyone	12/4/2018
Send a draft of the Vision document to Musfique for feedback	Everyone	12/4/2018