Meeting Minutes - [Capstone]

**Location:** Room 205c Forrester Hall

**Date:** 1/23/2017

**Time:** 3:30 AM

## Attendance

Matt Taylor

Ash Julian

Chris MacIsaac

## Agenda Items

1. Introduction
2. Project Charter Review
3. Storyboard Reviews
4. Client User Stories

## Action Items

1. We looked over the project charter and the client gave the OK.
2. The client looked over the storyboards and had a couple of suggestions. In regards to the competitor’s screen, the client said we can forget about the weight image. He said it would be better to keep it simple. He also suggested that the coordinators spreadsheet could have a green or red indicator for a successful lift or a failed lift in the appropriate column.

## Notes

Overall the client liked the look of the storyboards. He liked the idea of keeping it fairly simplistic and easy to use.

The client also said that it would be acceptable to have the spreadsheets print off as PDFs so that it’s not editable after the fact.

The client mentioned that there is a small meet at the end of March and that it would be cool to have it up and tested for that.