Team **M**

Meeting Report / Minutes

recorded by: Nick Migacz

Method (e.g. Zoom, phone, etc)

Attendance: present (**P**) absent(**A**) late(**L**) part time**(%)**

Date/Method	Time (Start, End)	Team Members	Attendance (P)(A)(L)(%)
12/5/2020 MS Teams Video Meeting	3:30 pm 5:30 pm	Alcazar, Walter Daly, Emily Migacz, Nick Tanksley, Zakee	P P P A

Key Topics: Planned / Discussed

Key Topics	Most Important Actions
• Discussed UI and how to continue working on it • Refactored so that input file in EntryPage would work for all pages instead of recalling it on individual pages • Walked through testing and what needs to be completed for cycle 3	• Work on the Ui • Work on the testing • Wrap up requirements • Fix use case models

Most Important Actions / Next Steps: (and who will do by when etc.)

- Emily:
    - Work on Ui
    - Work on use case models
    - Work on testing
- Nick:
    - Work on Ui
    - Work on requirements and use case models
- Walter:
    - Work on Ui
    - Work on testing