

CS/SE 2XB3: Final Project
MEETING AGENDA

Project Name:	Weather Station Analyzer	Group Number:	25
Date of Meeting: (DD/MM/YYYY)	14/03/2016	Time:	6:30pm – 9:30pm
Meeting Facilitator:	Pareek	Location:	Moulton

1. Meeting Objective

Scrum meeting, finalize prototype demonstration

2. Attendees

Name (last name alphabetical order)	Student Number	Role in the Project
Pedro Oliveira	001430273	Team Lead
Pavithran Pathmarajah (Pavi)	001410729	Scrum Master
Pareek Ravi	001407109	Software Developer
Kunal Shah	001419350	Software Developer

3. What has your team done since the last meeting (documents, code, reading material, etc.)?

Description	Owner(s)
Began Work on Graphing Algorithm, created edges	Pavi, Pedro, Pareek
Completed sample front-end for Prototype	Kunal

4. Is anything slowing your team down or in your way?

Description	Root cause(s)	The TA feedback
Avast Anti-Virus	Avast thought our program was a virus, took a while to figure out why our GUI would not run. Was fixed	We decided to uninstall Avast Anti-Virus

5. What you about to change from the way another team is doing? (Complete it if you have met another team today)

Topic	Another Team methods	Your reflection

This template should be used for all team meetings and should be submitted as an attachment to a project log entry.
 Add rows to the tables when it is necessary.

Submitted by: [Name]

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MEETING MINUTES

5. Notes, Decisions, Issues				
Topic		Owner	Time	
Met to discuss the sprints and update each other on our progress. Synced all code through git and tested the prototype		Everyone	6:30	
Discussed the graphing algorithm and started the implementation.		Pedro, Pavi and Pareek	7:15	
6. What will your team do before the next meeting? (Action Items)				
Action		Owner	Due Date	
Continue Work on graphing algorithm		Pedro, Pareek, Pavi	03/22/2016	
Start on the final front-end		Kunal	03/22/2016	
5. Next Meeting (if applicable)				
Date: (MM/DD/YYYY)	03/16/2016	Time:	TBD	Location: Thode
Objective:	Scrum meeting, decide on server hosting			

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