

CS/SE 2XB3: Final Project
MEETING AGENDA

Project Name:	Weather Station Analyzer	Group Number:	25
Date of Meeting: (DD/MM/YYYY)	01/04/16	Time:	7:30pm – 11:00pm
Meeting Facilitator:	Kunal	Location:	Thode Library

1. Meeting Objective

Meeting to code and evaluate current position

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)
Got Rest server working with temp client code	Kunal Shah
Finished database migration	Pareek Ravi
Finished HTML UI plan	Pavithran Pathmarajah

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

Description	Route cause(s)	The TA feedback

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]

CS/SE 2XB3: Final Project
MEETING MINUTES

5. Notes, Decisions, Issues		
Topic	Owner	Time
Discussed how to link rest controller to frontend and backend	Kunal Shah	8:30pm
Started Slides for Presentation	All	9:00pm
Finished graphing	Pedro Oliveira Pareek Ravi Pavithran Pathmarajah	10:00pm

6. What will your team do before the next meeting? (Action Items)		
Action	Owner	Due Date
Finish Rest Server (Controller)	Kunal Shah	02/04/2016
Finish Slides	All	03/04/2016

5. Next Meeting (if applicable)					
Date: (MM/DD/YYYY)	N/A	Time:	N/A	Location:	N/A
Objective:	Sprint Review				

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]