**CSC 440/540**

**Team 2 Meeting Minutes**

**Date:** 2/25 **Primary Facilitator:** Benjamin

**Start:** 5:30 P.M. T**imekeeper:** Spencer

**End:** 7:00 P.M. **Minute Taker:** Brian

**Room:** Student Lounge 3rd Floor **Attending:** Benjamin, Corry, Spencer, Brian

**1. Objective**

Outline SRS Document

**2. Status**

Went over main points for a draft of SRS doc, assigned tasks

**3. Discussion**

Outlined main points for each category of Spec Sheet – 1 hr

Assigned tasks – ½ hr

**4. Wrap up**

Skeleton for SRS document drawn up, following tasks were assigned:

Benjamin – update MS Project Doc

Corry – drag and drop

Spencer – research SMIL format, player

Brian – write rough draft of SRS document