

# NHS & IBM - What's the plan: Meeting Minutes 6

Byoung Hun Min, Shivam Shah, Eduard Ursinschi

**Meeting Date:** 24<sup>th</sup> October 2016

**Meeting Start Time:** 4.00pm

## Meeting Participants:

Shivam Shah

Brian Min

Eduard Ursinschi

## Topics:

- Refined the MoSCoW requirements gathered by evaluating feasibility and importance to the problem for each. (Some were useful but were not as important to solving the problem).
- Reworded the requirements as user stories to reflect the user involved in each requirement.
- Emailed the updated MoSCoW requirements to our client Paul Fleming.
- Arranged a conference call with our client on the 27<sup>th</sup> of October.

## Actions:

Action Items	Deadline	Status
Set up Trello to aid in project management by tracking progress.	25 <sup>th</sup> October 2016	Completed
Set up Google Drive to improve organisation of files and information.	25 <sup>th</sup> October 2016	Completed

**Meeting End Time:** 5.15pm