Meeting Minutes – Novo FM Project

**Location:** Group meeting at Krona, classroom.

**Date:** 14.04.2016

**Time:** 13:00-16:00

## Attendance

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| 1. | Badis Madani (Project Manager) | Attended |
| 2. | Håkon Hedlund (Systems Engineer) | Attended |
| 3. | Charlie Shao | Attended |
| 4. | Arshad Shakil | Attended |

## Points discussed

* Discussed and followed Aurilla’s comments right after the skype meeting:
  + Conops, overview of the system, stakeholders and their requirements, system attributes.
  + Systems requirements, we made a functional analysis.
  + Possible improvements in our thinking and process.

## Action Points

* Make the functional analysis on MS Visio, and write a description of it.
* Meeting on Friday 15.04, at 09:00.