**Meeting Minutes:**

Our group met on October 17, 2024 at 11:00 AM via Zoom to discuss Milestone 2. During our meeting we discussed what the project entailed and what each of us would do. Diamond agreed to do the meeting minutes as well as the detailed requirements document. Tosin agreed to do the fully dressed-use cases and the use case diagram. Jayden agreed that he would do the research on other systems and the API descriptions. Reggie was not present during this meeting, but agreed that he would do the WBS and the Gantt chart & Network Diagram. We all decided to work on our individual parts and meet back together as a group to put the whole project together on Saturday, October 19, 2024.

Our group met again on October 19th, 2024 at 12:30 to discuss Milestone 2. During our meeting we discussed the parts of the milestone we completed, and any problems each person had. We also gave each other feedback and discussed the project’s submission.

**Novemeber 14th, 2024**

Reggie, Diamond, and Tosin met on Thursday, November 14th to discuss our plans for Milestone 3. We decided to split up the parts and come back together at the end of the week to assemble our parts all together. Diamond expressed that she would do the meeting minutes as well as the Marketing Materials. Tosin expressed that she would do the wireframe. Reggie said he would do the RFQ and style guide. Collectively we got together to do the DFD. We have not heard from Jayden, as we did reach out via group chat concerning the times we would be available to meet, to which we received no response.