# CSCI222 Group 4 - Meeting Minutes

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| Date and Time | 22nd August 2016, 2:30pm |
| Location | Building 3, University of Wollongong |
| Attendees | Kieran MacRae, James Nicholls, Clare Phelps, Brendan Tease, Jian Man |
| Absent | N/A |

## Agenda Items

* Assigning section of the report to team members
  + Business Case assigned to Brendan Tease, deadline 2nd September
  + Developing a Gantt chart assigned to Kieran MacRae, deadline 2nd September.
  + Budget assigned to Clare Phelps deadline 3rd September
  + Storyboard of prototype interfaces assigned to Kieran MacRae and James Nicholls, deadline 2nd September.
  + Database Design assigned to Jian Man, deadline 3rd September
  + Risks and Countermeasures assigned to Kieran MacRae, deadline 3rd September.

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| Action item | Responsible Members | Deadline | Status |
| Remake Use Case Diagrams | James Nicholls | 3rd September | In Progress |
| Domain Model | Jian Man | 3rd September | In Progress |
| Licencing and Use of MySQL and Qt | Jian Man | 29th August | In Progress |