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| **Team \_24\_\_\_** | **Capstone Project I**  **Minutes of Meeting # \_\_100\_\_ (#1)**  **Date: Fri, Sep 21st, 2018**  **Time: 11:20- 12:00 and 14:00-15:00**  **Location: GBC library** |  |
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| Attendees: | Team member 1: Christopher Santin Team member 4:  Team member 2: Quan Trinh Team member 5:  Team member 3: Tam Dang |  |
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| **Agenda** | |  |
| **Item** | **Description** | **Responsibility** |
| Review of previous meeting |  |  |
| Item # 1… | Set up the Github repository. Link: <https://github.com/danhtam0509/Capstone_Project1819> |  |
| Item # 2… | Planned for next meetings. | Schedule next meeting based on team’s availability |
| Item # 3… | Talked about all the possibilities of available projects, as well as AI championship and scheduler | Figure out the most suitable project |
| Item #4… | Had a talk with Chris (EduShare) about 40mins after the mobile lecture class. | Ask questions to know more about project deliverable |
| Next meeting date | Date: Tue, Sep 25th 2018  Time: 11:00am – 12:00pm  Location: Library  Agenda:  - Finish and send portfolio to Chris (EduShare project)  - Prepare some questions to ask Prof. Tyler on Wednesday  - Take a look at High Level Requirements Template and Project Vision Template. Together discuss all the inquiries.  **Signature:**  Team member 1: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Team member 2: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Team member 3: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Team member 4: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Team member 5: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |