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| **Team \_24\_\_\_** | **Capstone Project II**  **Minutes of Meeting # 60 min**  **Date: Fri, Feb 8 2019**  **Time: 14:00pm- 15:00 pm**  **Location: Room C416** |  |
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| Attendees: | Team member: Christopher Santin  Team member: Tam Dang | Team member: Duy Hao Bui  Team member: Quan Trinh |
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| **Agenda** | |  |
| **Item** | **Description** | **Responsibility** |
| Review of previous meeting |  |  |
| Item # 1… | * Review code | * Debugged small errors * Standardized code and aesthetic design |
| Item # 2… | * Database | * Adjusted conventions and structure of database |
| Item # 3… | * Attribution | * Assigned tasks for each members to work on |
| Item # 4… | * Presentation | * Divided up presentation topics * Decided flow of presentation |
| Next meeting date | Date: Wed, Feb 20 2019  Time: 12:00pm – 2:00 pm  Location: C416  Agenda:  - Review code, attribution  **Signature:**  Team member 1: Tam Dang  Team member 2: Christopher Santin  Team member 3: Duy Hao Bui  Team member 4: Quan Trinh |  |