|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| MINUTES OF MEETING GROUP # B4 DATE? 1/26/12 | | | | | |
|  | STUDENT NAME (INITIALS) | Present | Late > 5 mins | Informed about absence? | Scribe? |
| 1 | BM | Yes | No | N/A | Yes |
| 2 | CU | Yes | No | N/A | No |
| 3 | TW | Yes | No | N/A | No |
| 4 | YZ | Yes | No | N/A | No |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  | STUDENT NAME (INITIALS) | OLD ACTION ITEM | | STATUS | |
| 1 | BM | Annotating Slides | | Continuous | |
|  |  | Research google app engine | | Continuous | |
| 2 | CU | Annotating Slides | | Continuous | |
|  |  | Research google app engine | | Continuous | |
| 3 | TW | Revise Slides | | Complete | |
|  |  |  | |  | |
| 4 | YZ | Research google app engine | | Continuous | |
|  |  |  | |  | |
|  | AGENDA/DISCUSSION SUMMARY | |  |  |  |
| -Spent some time fixing the repo structure/getting SVN set up on everyone’s computer  -Revised UI assignment and discussed/started the screen flow diagram.  -Looked through Fei’s annotations to make sure everyone was on the same page.  -Curtis and Brandon worked more on their annotation.  -Todd and Fei started and finished the screen flow diagram | | | | | |
|  | STUDENT NAME (INITIALS) | NEW ACTION ITEM | | DUE DATE | |
| 1 | BM | Finish screen annotations | | 1/27/12 | |
|  |  |  | |  | |
| 2 | CU |  | |  | |
|  |  |  | |  | |
| 3 | TW |  | |  | |
|  |  |  | |  | |
| 4 | YZ |  | |  | |
|  |  |  | |  | |