# ABC’s Inventory Management System

## Meeting Minutes

**Date of Meeting:** 20th September 2018

**Presented and documented by:** Arik Maharjan

**Time:** 12:30

**Location:** On Campus

**Attendees:** Shirish Maharjan, Arik Maharjan, Hieu Hanh Tran

## Meeting Objective

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| * Discuss the progress done with the implementation and finalizing it. * Review the task completed from the Iteration week 9. * Review and ensure for presenting the updated Construction Phase Assessment to Sponsor. * Merging the documents from each branch to the master. * Dividing the task for the next Iteration. |

## Discussion notes and issues

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| * The implementation is up to date and ready for demonstrating to the Sponsor. * All the members branches are successfully merged in the master branch. * Testing is completed and is ready to show Sponsor. * Construction Phase Assessment is completed and ready to present it to the Sponsor. * Get feedbacks on all the documents and implementation shown to the Sponsor. * The implementation will be presented thoroughly during the meeting to show the changes made compared to the last week. |

## Outcomes

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| * Task were divided to each member for the next week. * Arik will be preparing the Meeting Minutes, feedbacks, update Version Control and Project Plan. * Matt will be developing Program Manual for the application. * Shirish will be preparing and executing the Beta Testing. * The Iteration Plan generated for next week must be strictly followed in order to complete all assigned task on time. |