**CS499 – Senior Project: Team Software Design**

**Team Meeting Report**

**(To be turned in by the first class meeting of each week for the previous week.)**

**Project Name: TCMS**

**Meetings:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Team Members** | **Class 1** | **Class 2** |  |  |  |  |
| **Zach Johnson** | **X** | **X** |  |  |  |  |
| **Donal Cavanaugh** | **X** | **X** |  |  |  |  |
| **Jon Mullen** | **X** | **X** |  |  |  |  |
| **James Williamson** | **X** | **X** |  |  |  |  |

**Fill in team members names and dates/times of meetings. First two columns are for the regular class meeting times. Put an X in the cells to indicate who attended each meeting.**

**Meeting Moderator(s):**

**1. James Williamson**

**2.**

**3.**

**4.**

**5.**

**6.**

**Meeting Recorder(s):**

**1. Jon Mullen**

**2.**

**3.**

**4.**

**5.**

**6.**

**Topics Discussed (Give a summary for all meetings):**

On 1/14 we discussed a rough outline of our division of labor.

On 1/18 we discussed the different sections of the SDP and discussed a rough internal timeline for the project.

**Problems Encountered (if any):**

\* If there are any problems which cannot be listed here please see the instructor for help.

None so far

**Problem Resolutions:**

**N/a**

**Sprint Planning**

|  |  |
| --- | --- |
| **User Stories Assigned for this Sprint** | **Assigned To** |
|  |  |

|  |  |  |
| --- | --- | --- |
| **Completed User Stories for this Sprint** | **Completed by** | **Date Completed** |
|  |  |  |