Indiana University Southeast

HR App Capstone Project

Meeting Minutes

Meeting Date: 09/17/2023

Meeting Way: Virtual

Place/Tool: Zoom

Participants: Abiy Addis, Dylan Eversman, and Louis Wiley

Agenda: Evaluating our progress so far and working on RF2

Discussion: During our third meeting the agendas were discussed as follows.

* We noticed that some work was a bit slowed due to sickness of some team members.
* RF1 and other submissions were reviewed.
* Strength and areas of improvement identified.
* RF2 requirements were discussed, and team members took their specific task
* Louis’s company made it clear that it does not consider using our product.
* Searching other company is considered

Outcome: After discussing the agendas in a professional manner, the following discussion was made.

* Louis is still going to find another company that may use our product
* Dylan will be working on finishing up our GitHub repository
* Abiy will be keeping minutes
* Abiy will be working on system’s overview for RF2
* Dylan will compile the overall description for RF2
* Louis will take care of specific requirements for RF2