

COSC 499

Capstone Team Meeting

Oct 3, 2021

11:00am – 11:20am

Discord

Meeting called by:	Carson Ricca	Type of meeting:	Team Meeting
Facilitator:	Garry Feng	Note taker:	Garry Feng
Timekeeper:	Garry Feng		
Attendees:	Carson Ricca, Chester Ng, Ryan Keilty, Garry Feng		
Please read:	AGMeeting Handbook (2016)		

Minutes

Agenda item: Requirements and Design Milestone

Discussion:

Discussed requirements and design milestone, assigned all the issues/tasks to team members (high-level description, DFD, functional and non-functional requirements, tech stack identification, and testing strategy). Our team is assuming we will be doing a pre-recorded video presentation. Briefly discussed group evaluations for other teams.

Conclusions:

Our team is assuming we will be doing a pre-recorded video presentation. Created a Google Drive folder to share all our work.

Action items	Person responsible	Deadline
✓ Compile Video	Ryan Keilty	Oct 13, 2021
✓ Non-Functional Requirements	Garry Feng	Oct 8, 2021
✓ Functional Requirements	Chester Ng	Oct 8, 2021
✓ Create DFD	Garry Feng	Oct 8, 2021
✓ Add Minutes	Chester Ng	Oct 8, 2021
✓ Identify Testing Strategy	Carson Ricca	Oct 8, 2021
✓ Identify the Tech Stack	Carson Ricca	Oct 8, 2021
✓ Project Description and User Groups	Ryan Keilty	Oct 8, 2021

Other Information

Observers:

Enter observers here.

Resources:

Enter resources here.

Special notes:

Enter any special notes here.