Meeting Location : Room 214, Asia Pacific College

Meeting Date : January 28, 2015 Start time: 9:35 AM End Time: 11:14 AM

Team members present:

* Dimapilis, Joshua C.
* Elizondo, Kimberly Mae B.
* Urquiza, Trixia Marie A.

Meeting Minutes:

1. Topics Discussed:
   1. Possible Client for Software Development Subject
   2. Avenues of Communication with prospect clients
2. Items Agreed Upon
   1. Client choices given were:
      1. Patient’s Medical Records System
      2. Resources for the Blind Inventory System
      3. PhilCom Trouble Ticketing System
   2. Possible avenues for contacting previous CSPROJ2 students
      1. Via class
      2. Via Email
      3. Via Text
      4. Via Social – networking sites
3. Items to be clarified
   1. If clients are still willing to participate in the project implementation and enhancements
   2. If schedule of clients are in line with SOFTDEV deadlines / schedules
   3. If students are willing to lend their CSPROJ projects for QUALITY and SOFTDEV continuation
4. Next Things to Do
   1. Contact previous students
   2. Ask for pertinent documents and client information about the project
5. Conclusion
   1. Project for SOFTDEV course is yet to be chosen.
   2. Prospect projects are to be short-listed based on response of clients and previous project owners / developers.