#Minutes of the Meeting

**Introduction**

Minutes of the Meeting - March 27, 2015

**Details**

**Meeting Location:** Resources for the Blind, Inc. Coti Bldg, Cubao, Quezon City  
**Meeting Date:** March 27, 2015  
**Start Time:** 2:00pm  
**End Time:** 3:00pm  
  
**Team Members Present**  
Clarence Carillaga  
Pauline Gabrielle De Ocampo  
Phil Harvey Burgos

*Meeting Minutes*  
**1. Topics Discussed**  
- Revisions done (from Iteration 1)  
- Suggestions  
- Next Iteration

**2. Items Agreed Upon**  
- Forms: Categorize Customers, Include Contact Persons for Customers Page, Customer Name - break down into Last Name and First Name, Remove Created By and Updated By, Remove area, make Country a Combo box  
- Suppliers Page - Create Order  
- Change Orders to Purchases for Customers Page  
- Add Items sold (Product Inventory)  
- Deduct function  
- Filter for Generate

**3. Items to be Clarified**  
- Database limit / capacity  
- Deduct function

**4. Next Things To Do**  
- All Revisions and Suggestions to be applied  
- User Manual

**5. Conclusion**  
- The group had done all the revisions from Iteration 1. They were suggested to edit the forms and add an extra page for more organization (Order to Suppliers). This is planned to be presented on the last Iteration and all the functions must be finished by that time.