**CS 440 Meeting Minutes**

Group: 12 Date: 14 November 2020 Time: 10:00am Duration: 15 minutes

Present, on time: Jake, John, Dan, Julian

Present, not on time:

Absent:

**Synopsis:**

We are preparing to demonstrate the final release of the coding project. In addition we are beginning to test and inspect each other’s code. We also finished the requirements report recently

**Recent Individual Accomplishments:**

Dan did a great job in presenting our project, and we ended up getting a 96 on the presentation.

Jake did a great job in formatting and converting the reports from file to google doc format.

**Current Individual Activities:**

Jake is testing John’s code

John is testing Dan’s code

Dan is testing Julian’s code

Julian is testing Jake’s code

**Individual Action Items:**

Jake needs to remember to submit Minutes every week

All group members need to be more on top of written assignments