

MEETING NOTES

Wednesday, March 30, 2016

Start Time 3:31 PM

Members BONNIE ELLIOT
JUSTW GOWLET
keely murphy.

Adjournment Time 4:35.

Purpose of Meeting

To discuss possible methods of communication through software services, priority of module development, and "kick-off" project initiatives

Agenda:

Relay comments about current progress of the project

- Items to complete
- In progress
- What we can move forward with

Present possible communication methods

- Sharepoint
 - Slack
- maybe 'I' drive.
- CLOUD STORAGE? - MULTIPLE ACCESS? - ONEDRIVE

Present and discuss possible Project Management Software

- MS Project - License? consider
- Asana - maybe - set up.

Project Content

- Priority of Modules
- Finalize deadline for first module - end of may.
- Documents to complete

Possible Committee

- Committee Size and Organization

→ TEST GROUP.
→ TOP USER @ LOCATION

STAKEHOLDER

ACTIVE NET PERMISSIONS - STAKEHOLDER REGISTER.
- SEC MEETING NOTES.

MODULES - CUSTOMER - GENERAL - NOT ACCOUNT CREATION
↳ teach, modify, family.

PCI - NEEDS TO BE INTEGRATED

- SPEND TIME ON RUNNING, POINT PUSH INTO CURRENT YES,
ACTIVE MIGHT HAVE VIDEOS COMING OUT.

ROADBLOCK WITH IT

EVENTUALLY TO NEW

SCHEP - SHARING SCREENS

CHANG LOCATION IN TERMS OF NEEDED.

- START POS. MOVING (IF TIME)

TESTING LOCATION

- DEPARTMENT - HOW WILL THEY TEST.

SUBCASSES IN UTMOS?

↳ email support.

WRITING DOCUMENTS WITH VERSION CONTROL.