

CS/SE 2XB3: Final Project  
**MEETING AGENDA**

<b>Project Name:</b>	Safety Net	<b>Group Number:</b>	02
<b>Date of Meeting:</b> (DD/MM/YYYY)	02/25/2020	<b>Time:</b>	3:30pm
<b>Meeting Facilitator:</b>	Sophia Tao	<b>Location:</b>	Lab

### 1. Meeting Objective

Determine roles of members, development objectives, milestones.

### 2. Attendees

Name (last name alphabetical order)	Student Number	Role in the Project
Nikola Milanovic	400171310	Team Leader
Sunny Bhatt	400190373	Developer
Suleyman Kiani	400189668	Developer
Senan Gohar	400131114	Developer

### 3. What has your team done since the last meeting (documents, code, reading material, etc.)?

Description	Owner(s)
N/A (first meeting)	


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## MEETING MINUTES

5. Notes, Decisions, Issues					
Topic		Owner		Time	
Discussed how to implement scrum methodology		Sunny Bhatt Nikola Milanovic		3:55pm	
Discussed how to split the team into different roles		Suleyman Kiani Senan Gohar		4:10pm	

6. What will your team do before the next meeting? (Action Items)					
Action		Owner		Due Date	
Assign roles		Everyone		March 1	
Discuss application design		Everyone		March 10	

5. Next Meeting (if applicable)					
Date: (MM/DD/YYYY)	03/16/2020	Time:	3:30pm	Location:	Lab
Objective:	Module decomposition				

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**MEETING AGENDA**

<b>Project Name:</b>	Safety Net	<b>Group Number:</b>	02
<b>Date of Meeting:</b> (DD/MM/YYYY)	20/03/2020	<b>Time:</b>	12:00pm
<b>Meeting Facilitator:</b>	N/A	<b>Location:</b>	Discord

### 1. Meeting Objective

Discuss implementations of modules

### 2. Attendees

Name (last name alphabetical order)	Student Number	Role in the Project
Nikola Milanovic	400171310	Team Leader
Sunny Bhatt	400190373	Developer
Suleyman Kiani	400189668	Developer
Senan Gohar	400131114	Developer

### 3. What has your team done since the last meeting (documents, code, reading material, etc.)?

Description	Owner(s)
User interface design	Senan Gohar, Sunny Bhatt
Module design	Nikola Milanovic, Suleyman Kiani


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MEETING MINUTES

5. Notes, Decisions, Issues					
Topic		Owner		Time	
Design pattern decision		Sunny Bhatt Nikola Milanovic		3:40pm	
Algorithms to use		Everyone		4:05pm	
6. What will your team do before the next meeting? (Action Items)					
Action		Owner		Due Date	
Implement modules (code)		Everyone		March 1	
Write design specification		Suleyman Kiani		March 10	
5. Next Meeting (if applicable)					
Date: (MM/DD/YYYY)		Time:	3:30pm	Location:	Lab
Objective:					