

# [Database Evaluator] Meeting Agenda

**Meeting Date**  
[06/09/16]

**Meeting Time**  
11:00 am

**Location**  
[Level 7 T block]

**Meeting Leader** Changming Wu

**Meeting Purpose** Review documents and the status of project

**Project Purpose**

## Participant Names


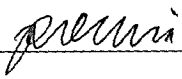
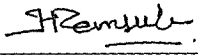

## Attended?

Steve McKinlay  
Changming Wu  
Hardik Kansara  
Kwinno Pineda  
Patrick Cura

Agenda Item	Who's Responsible	Time Allotted
1. Apologies		
Kwinno is absent because he is sick.		
2. Acceptance of previous minutes		
3. Action Items from previous minutes		

Agenda Item – Business	Who's Responsible	Time Allotted
1. Review the Requirements Analysis Document that has been updated as required for the project advisor		
2. Review the System Analysis and Design document that has been updated as required for the project advisor		
3. Review the weekly progress report (week 8)		
4. Discuss the parameters that client application will be collected		
5. Sign of the advisor meeting agenda and last meeting minutes		
6. Confirm next advisor meeting		

7. Discuss what contents should be included on the methodology and techniques document

Name	Sign	Date
Dr. Steve McKinlay		6/9/16
Patrick Cura		6/9/16
Kwinno Pineda		
Hardik Kansara		06/09/16
Changming Wu		06/09/16