[Database Evaluator] Meeting Agenda

	eeting Date 8/08/16]		eeting Time :00 am	Location [B105 B Block]		
	eting ader	Changming \	₩u			
Me Pu Pre	eting rpose oject rpose		status of week 7 (22/08/16 – 28/08/16) and discuss the xt week (development of Iteration 3 of Exploration Phase)			
	rticipant Nam	nes		Attended?		
	Changming Wu					
	rdik Kansara					
Kwinno Pineda Patrick Cura						
Pal	TICK CUI a					
	enda Item			Who's Responsible	Time Allotted	
1. Apologies						
2 Accordance of musicular transfer to						
2. Acceptance of previous minutes						
3. Action Items from previous minutes						
				Who's	Time Allotted	
Agenda Item - Business Responsible						
1. Review the status of project (week 7: 22/08/16 -28/08/16)						
2. Discuss the development of Iteration 3 of Exploration Phase3. Confirm the topic that need to be discussed with project advisor						
			s that have been created (
	Confirmation o			(druited)		
	Nar	ne	Sign	Dat	Date	
	•		2.8/	12/16		
	Kwinno	no Pineda Reun 28/08/16		'b		
	Hardik K	(ansara	Hemen!	28/08/11	,	

Adapted from: Fast Foundation for Project Management – Meeting Agenda Minutes Record Reference The Fast Forward MBA in Project Management, Chapter 10-11

Wu

28/08/16

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Filename: Team Meeting Agenda for 28-08-16.doc

Changming Wu