

Group Meeting #6

Date 23 March 2015
Time 10:00 am
Location WT BCIS Project Room - WT501

Attendees

Jason Gerbes, Joshua Son, Paul Lee, Sean Young.

Minutes Recorder

Jason Gerbes.

Absences

None.

Meeting Agenda

- Reflected on tasks from last meeting.
 - Discuss project methodologies.
 - Decide project roles.
 - Plan tasks to complete project proposal document.
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1. Approval of minutes of the last meeting

- 1.1. The group is in agreement that the minutes of the last meeting are an accurate record.
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2. Discussion of Project Development

- 2.1. Added skills to skills and knowledge section.
 - 2.2. Verified the appropriateness of project rationale.
 - 2.3. Decided project roles for each group member.
 - 2.4. Planned tasks for next meeting.
 - 2.5. Discussed the structure of the proposal document.
 - 2.6. Discussed the option of having a plan a/plan b structure.
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3. Meeting Arrangements

- 3.1. Paul will research experimental research.
 - 3.2. Josh will research qualitative research.
 - 3.3. Sean will research scrum development.
 - 3.4. Paul will start creating the project proposal slideshow.
 - 3.5. Jason will continue work on the project proposal document.
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4. Adjournment of Meeting

- 4.1. There being no other business, the meeting was adjourned at 12:30 pm.
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5. Next Meeting

Date 24 March 2015
Time 03:00 pm
Location WA Meeting Room - WA3 Room 3.

We will work on group compact and discuss research methodologies next meeting.
