Date: 1/16/18

Time: 11am to 12pm EST

Participants:

* Ingrid
* Luis
* Sue
* Peres

Agenda Items:

1. Use Cases
   1. [Template](https://drive.google.com/open?id=1lM0cREt5rxyatcUN4w9v4aXf0H6PV_ju) sample of past project
   2. Brainstorm
   3. To dos and delegations (draft, revise, finalize)
2. Feedback Session?

NOTES:

* [Use Cases](https://docs.google.com/document/d/1b-ClEMv4lRWpyBR4Hr-PSCNNkSzOPy40ZcqtYI5B4Do/edit#heading=h.gjdgxs)
  + Ingrid
    - Modify member information (change address, etc.)
  + Sue
    - Search
    - Users to click on outside links (linkedin, facebook, etc.)
  + Peres
    - Creating user accounts → ACL (manager permission) → would create member in directory
    - Help bar/guide
  + Luis
    - Log in
    - Sign out
    - Delete user account
* 1st Draft due Friday
* Revisions Due Monday
* Discussion - account access - how do we set up passwords for everyone?

Do not want to have one person as point person for so many.

* Fill out timesheet!