

Customer Meeting Agenda – 10/5

Team Meeting 10:45-11:00: In our team meeting, we will go over our prototype one last time to make sure that everything is still functioning correctly. Our group will also express our expectations for how we want the customer meeting to go, reviewing our main points and what we would ideally like to present to the customer. We will want to make sure that we highlight all the key features of our software, explain our problem statement, and present a high level view of the solution we are striving for. It is very important that all team members are on the same page so that the meeting can go smoothly with no delays or interruptions.

Our Meeting/Presentation (30 minutes): Once we have had fifteen minutes to prepare for the meeting, we will present our prototype to our customers. For the book exchange, we want to first explain the problem using Deliverable 2, also explaining why we feel there is a demand for our product in the current market. Then we will briefly explain the solution we came up with and how we plan to implement it (using Swift language to create an IOS app). We will then demonstrate with our prototype/drawings, explaining the different levels of functionality to the customer. After talking and presenting for 20 minutes, we will take the last 10 minutes of our time to receive & respond to the customer feedback, taking detailed notes and deciding what feedback we feel is the most useful/realistic.

Being the customers(30 minutes): The other team will choose how long they want to spend on each portion of the meeting. During their presentation our recorder (Cyro) will be taking detailed notes so that we can provide them with the most helpful feedback that we can.