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| INFO 6068 Meeting Agenda for Team Pro-Test **WEEK # 2** | | | | | September 12, 2019  6:00pm-7:00pm  Fanshawe Downtown Campus, Room 415 | | |
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| **Project Manager:** | | Francisco Gomez |  | | |  | |
| **Scribe:** | | Ralph Anonuevo |  | | |  | |
| **Attendees:** Daniel Gilbert, Mrinal Chopra, Lyan Joy Limjap, Francisco Gomez, Ralph Anonuevo, Rose Maria George | | | | | | | |
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| Agenda Items | | | | | | | |
| Topic Rotation of Manager and Scribe Rolls | | | | Presenter Daniel | | |
| Group Expectations | | | | Ralph | | |
| Main form of communication | | | | All | | |
| Potential use of Zoom | | | | Francisco | | |
| Mrinal’s Introduction | | | | Mrinal | | |
| Meeting Times | | | | All | | |
| Get Mrinal caught up | | | | All but Mrinal | | |
| Brainstorm | | | | Lyan | | |
| Planning for future steps | | | | All | | |
| Rose’s Introduction | | | | Rose | | |
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| **Special notes:** | | Mrinal was not in attendance for first meeting and needs to be | | | | | |
| brought up to speed | | | | | | | |