

Mehta, Jash - mehtaj8
Sharma, Aditya - shara24
Ren, Zackary - renx11

Date: 2021-02-04
Meeting Type: Lab Session 1
Facilitator: Jash Mehta

Meeting Agenda

1. Previous Agenda

Task	Developer Assigned	Progress	Additional Comments
1.	Aditya Sharma, Jash Mehta	Done	
2.	Aditya Sharma, Jash Mehta	Done	
3.	Jash Mehta	Done	
4.	Aditya Sharma	Done	
5.	Zackary Ren	Done	
6.	Aditya Sharma	Done	
7.	Aditya Sharma, Zackary Ren, Jash Mehta	Done	
8.	Aditya Sharma, Zackary Ren, Jash Mehta	Done	
Review	Aditya Sharma, Zackary Ren, Jash Mehta	Done	

Deliverable for week of lab5-6

- Development Plan
 1. Team Meeting Plan
 2. Team Communication Plan
 3. Team Member Roles
 4. Git Workflow Plan
 5. Proof of Concept Development Plan
 6. Technology
 7. Coding Style
 8. Project Schedule

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2. Current Agenda

Task	Developer Assigned	Decision
1	Jash Mehta	Complete Section
2	Jash Mehta	Complete Section
3	Aditya Sharma, Zackary Ren, Jash Mehta	Split 9 tasks into 3 each
4	Aditya Sharma, Zackary Ren, Jash Mehta	Split 10 tasks

Deliverable for week of lab7-8

- Software Requirement Specification
 1. Project Drivers
 2. Functional Requirements
 3. Non-Functional Requirements
 4. Project Issues

3. Work Plan

Jash Mehta

1. Work on Project Drivers section
2. Work on Functional Requirement section
3. Work on the 3 Non-Functional Requirements
4. Work on the 4 Project Issues

Aditya Sharma

1. Work on the 3 Non-Functional Requirements
2. Work on the 3 Project Issues
3. Review Project Drivers, add missing information
4. Review Functional Requirements, add missing information

Zackary Ren

1. Work on the 3 Non-Functional Requirements
2. Work on the 3 Project Issues
3. Review Project Drivers, add missing information
4. Review Functional Requirements, add missing information