

**Meeting Information**

Date: 9/20/2012

Time: 6:00pm

Called By: Team

Attendees: Team

Location: Lakeside 202A

Meeting Type: Scrum

Call-in Code: 202A-SCRUM-II

**Preparation for Meeting**

Read over source code material

**Agenda Items**

1. Create scrum minutes / 5 minutes
2. Create module decomposition diagram / 20 minutes
3. Create dependency diagram / 20 minutes
4. Create interaction diagrams of important components / 40 minutes
5. Create test specifications / 30 minutes
6. Create work allocation table / diagram / 5 minutes
7. Upload progress to repository / 2.5 minutes

**New Action Items**

1. Continue to review source code material