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| DATOS GENERALES | | | |
| Equipo: | **MICROCONTROLADORES** | | |
| Responsable: | EDWIN GABRIEL ZARATE GONZALEZ | | |
| Lugar: | SOMBRERETE ZACATECAS | | |
| Fecha de Junta: | 29-01-2020 | | |
| Hora de Inicio: | 13:00 PM | Hora de Fin: | 14:00 PM |
| Propósito: | ENTENDER EL ALCANCE DEL PROYECTO. | | |

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| ROLES DE LA JUNTA Y ASISTENTES | | | |
| Nombre | Iniciales | Rol | Firma |
| JOSÉ GERARDO LUÉVANOS JIMÉNEZ | JGLJ | G.SOPORTE |  |
| EDWIN GABRIEL ZARATE GONZÁLEZ | EGZG | LÍDER DE P. |  |
| JOSÉ ARTEMIO BARRAZA ALVARADO | JABA | PARTICIPANTE |  |
| ERICKA JAZMÍN ROBES GÓMEZ | EJRG | PARTICIPANTE |  |
| SAÚL ROMÁN BARRAZA | SRB | PARTICIPANTE |  |

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| PRE-REQUISITOS | |
| **Descripción** | **Quién** |
| 1 LIBRETA DE RAYA | LÍDER DE EQUIPO |
| 1 COMPUTADORA | GERENTE DE SOPORTE |
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| AGENDA | | | | | | | | | | | |
| Hora de | | | | Tiempo (min) | | | No | | Temas | | Encargado |
| Dia | Inicio | Fin | Plan | | Real |  | |  | |  | |
| 29-01-2020 | 13:00 PM | 13:15:PM | 15 MIN | | 15 MIN | 1 | | DELIMITAR ALCANCE DEL PROYECTO | | LÍDER DE PROYECTO | |
| 13:15 PM | 13:30 PM | 15 MIN | | 15 MIN | 2 | | DELIMITACIÓN DE MÓDULOS NECESARIOS | | G. SOPORTE | |
| 13:30 PM | 13:45 PM | 15 MIN | | 15 MIN | 3 | | DELIMITACIÓN DE USUARIOS RESPONSABLES DEL USO DEL PROYECTO. | | LÍDER DE PROYECTO | |
| 13:45 PM | 14:00 PM | 15 MIN | | 15 MIN | 4 | | CARACTERÍSTICAS DE LOS MÓDULOS NECESARIOS. | | G. SOPORTE | |
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| **Totales** |  |  |  |
| **60 MINUTOS** |  |  |  |

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| ACUERDOS | | | |
| No | Qué | Quién | Cuándo |
| 1 |  |  |  |
| 2 | PENDIENTES |  |  |
| 3 |  |  |  |
| 4 |  |  |  |
| 5 |  |  |  |

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| ISSUES | |
| No | Qué |
| 1 |  |
| 2 |  |
| 3 | PENDIENTES |
| 4 |  |
| 5 |  |
| 6 |  |
| 7 |  |
| 8 |  |
| 9 |  |
| 10 |  |

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| ACCIONES PENDIENTES | | | |
| No | Qué | Quién | Cuándo |
| 1 | PENDIENTES |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |
| 5 |  |  |  |