

Weekly Meeting Minutes

Date:

Time:

Location:

Attendees:

1. Agenda Items: (Contents in red are just examples. You need to modify them based on your meeting)

- Project overview and goals
 - Assignment of team roles and responsibilities
 - Timeline and milestones
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2. Discussion Points: (Contents in red are just examples. You need to modify them based on your meeting)

- **Project Overview:**
 - Reviewed the overall objectives of the Jurassic Park ride simulation project. Discussed the importance of accurately modeling the waiting area dynamics and ride experience.
 - **Team Roles and Responsibilities:**
 - Student A: Lead, working on waiting area dynamics.
 - Student B: working on multi-threading.
 - **Timeline and Milestones:**
 - Established a timeline for the first phase of the project:
 - Initial coding and testing of the simulation: [Insert Date]
 - First round of testing results: [Insert Date]
 - Completion of the first draft report: [Insert Date]
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3. Action Items: (Contents in red are just examples. You need to modify them based on your meeting)

Action Item	Responsible Person	Due Date
Set up the project repository and initial codebase	Student A	[Insert Date]
Implement the arrival rate function using Poisson distribution	Student B	[Insert Date]

Action Item	Responsible Person	Due Date
Design the thread synchronization mechanism	Student B	[Insert Date]
Prepare a draft of the simulation plan	Student A	[Insert Date]

4. Next Meeting:

- **Date:**
 - **Time:**
 - **Location:**
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5. Additional Notes:

- Any other relevant information or notes from the meeting.