

Checkpoint Meeting Minutes

Group Identifier: 7

Date of Meeting: 01 03 2016

Attendance Register:

Name	Present
Farrah Khan	
Arzu Ucrak	
Salman M Rahman	X
Zilan Su	X
Xuanyu Gu	X

If present mark with (X), approved absence (A), otherwise leave blank

Progress review of last week

Name	Task Description	Task Status
Farrah Khan	Work on your gui/design	O
Farrah Khan	Work on the database	O
Farrah Khan	Start running/testing code and make sure the gui matches with all group members	O
Arzu Ucrak	Finish creating the database	O
Arzu Ucrak	Work on your gui/design	O
Arzu Ucrak	Work on the database	O
Salman M Rahman	Work on your gui/design	O
Salman M Rahman	Work on the database	O
Salman M Rahman	Start running/testing code and make sure the gui matches with all group members	O
Zilan Su	Work on your gui/design	O
Zilan Su	Work on the database	O
Zilan Su	Start running/testing code and make sure the gui matches with all group members	O
Xuanyu Gu	Work on your gui/design	O
Xuanyu Gu	Work on the database	O
Xuanyu Gu	Start running/testing code and make sure the gui matches with all group members	O

Max three rows per group member. Task status: (C) completed (O) ongoing (X) no report

Plan for next week

Name	Task Description	Task Status
Farrah Khan	Work on your gui/design	O
Farrah Khan	Work on the database	O
Farrah Khan	Start running/testing code and make sure the gui matches with all group members	O
Arzu Ucrak	Finish creating the database	O
Arzu Ucrak	Work on your gui/design	O
Arzu Ucrak	Work on the database	O
Salman M Rahman	Work on your gui/design	O
Salman M Rahman	Work on the database	O
Salman M Rahman	Start running/testing code and make sure the gui matches with all group members	O
Zilan Su	Work on your gui/design	O
Zilan Su	Work on the database	O
Zilan Su	Start running/testing code and make sure the gui matches with all group members	O
Xuanyu Gu	Work on your gui/design	O
Xuanyu Gu	Work on the database	O
Xuanyu Gu	Start running/testing code and make sure the gui matches with all group members	O

Max three rows per group member. Task status: (N) new (O) ongoing (X) no report

Other Issues and Risks

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