# **Agenda - *Design Project B Team 12***

| **Date of Meeting:** 28/03/2017 | **Location:** **Chair: Jess Armstrong** |
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| 1. Purpose of Meeting | |
| Check on team progress and allocate next section of design approach | |
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| 2. Attendees | |
| Jessica Armstrong | |
| Steven Bardzovski | |
| Xiaobin Lin | |
| Mark Mazzoni | |
| Shaochen Wang | |
| Jie Zhang | |

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| 3. Agenda |
| 1. Lesson’s Learned from Requirements Analysis |
| 1. Report on Research findings (all members) |
| 1. Split Design Approach |
| 1. Risk Register brainstorm |
| 1. Additional Meetings |
| 1. Other Business |
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| 4. Items that need a decision *(check indicates handled)* |  |
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| Design approach sections allocated |  |
| Additional Meeting time |  |
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