**Senior Project**

**TEAM MEETING AGENDA**

**Team Name: Axon Guidance**

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| --- | --- | --- | --- |
| Date: 3/6/09 | Start time: 1:00 PM | | End time: 2:00 PM |
| ***TEAM MEMBERS:*** | | |  | | |
| 1. Steve Salmons | | | Present: ❑Absent: ❑ | | |
| 2. Salil Nizar | | | Present: ❑Absent: ❑ | | |
| 3. Forrest Slater | | | Present: ❑Absent: ❑ | | |
| 4. Morgan Darke | | | Present: ❑Absent: ❑ | | |
| 5. | | | Present: ❑Absent: ❑ | | |
| 6. | | | Present: ❑Absent: ❑ | | |

Agenda prepared by: Salil Nizar

**AGENDA ITEMS :**

1. Website
2. Project Log
3. POS
4. Timesheets.
5. Meetings in the coming week.

Last agenda item: Review decisions and assignments. Identify “Key Decisions” and/or issues that should be included in the Project Log’s appendix.

Minutes to be prepared by: Salil Nizar

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| **Next Team Meeting Date:** | **Start time** | **End time** |

**REPORT RECORDING TEMPLATES (Excel versions are available on the senior project website):**

