Team Meeting

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| Minutes | 17/05/18 | 1:00 pm | amdc303 |

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| **Meeting called by** | Lyndon |
| **Type of meeting** | Team |
| **Facilitator** | Lyndon |
| **Note taker** | Ayub |
| **Timekeeper** | --- |
| **Attendees** | Everyone expect Migara and Shenal |

Agenda topics

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| [Time Allotted] | [**action Items last week** | Lyndon |

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| **Discussion** | * Software architecture Diagram → Jimmy, Lyndon and Migara * Usability Tasks → Dineth, Shenal * Research Report → Altering Keagan * Non – Functional requirements → Done * Prototype Presentation → Monday / show design of prototype |

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| [Time Allotted] | [**Review on last week progress** | Lyndon |

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| **Discussion** | * None |

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| **Action items** | **Person responsible** | **Deadline** |
| Get documents signed | Lyndon |  |
| Documents upload to Git | Krishna |  |
| Usability Documents | Shenal |  |
| Research Report | Keagan |  |
| Software architecture Document | Jimmy ,Lyndon |  |
| Video Presentation | Lyndon, Jimmy |  |
| Portfolio Compilation | Krishna |  |
| Prototype Document | Jimmy, Shenal, Lyndom |  |
| Reading through Research Report | Ayub |  |