

MEETING MINUTES

Team Meeting

LOCATION: Level 5 WT Labs, Aut, City Campus

DATE: 20/03/2018

TIME: 12:00 - 12:30

ATTENDEES: Tristan Kells, Junha Yu, Dan Wood

Agenda Items

- Discussed meeting with client.
- Agreed to create some user stories and use cases for our proposal
- Have emailed kenneth to get a presentation extension, because of how close are client meeting was to the the presentation date. Awaiting email back.
- Agreed to have a team collaboration session to continue work on the project proposal.
- Agreed to research Atlassian marketplace and jira software so we can build our solution with potential product integration down the line.

Action items

Owner(s)

Deadline

Status

Date 20/03/2018

