

# Minutes for SEIS 610 Software Engineering

## Call to Order

Fifth meeting of group project was held on 11/24/2017 at 2800 Rustic Pl, Little Canada, MN, 55117. It began at 9:30am and finished at 11:30am.

## Attendees

Eric Teng, Will Wong (Team Lead) and Yu Chen

## Agenda Items

1. Reviewing DFD and UI
2. Reviewing PowerPoint draft (formatting & Key points)
3. Going through each member's presentation contents
4. Assigning timeline for each member's presentation to ensure the complete presentation will be within 12 mins

## Action Items

1. Updating DFD and UI based on teammates' feedback
2. Revising PPT based on DFD and UI changes
3. Meeting on 11/26 for final practice of presentation in O'shaughnessy – Frey Library Center at 3:30pm