Minutes for SEIS 610 Software Engineering

Call to Order

Third meeting of group project was held on 11/12/2017 in O'Shaughnessy – Frey Library Center. It began at 3:30 pm and finished at 5:00 pm.

Attendees

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

Agenda Items

1. Reviewing each member's task progress – ahead or behind? Still on the correct track/direction? – Overall, a bit behind but it's still on control. Plan date got updated correspondingly.
2. Reviewing and discussing API and Functionality. Items need to be added, deleted or revised?
3. Gaining better understanding of our developing App via each members' completed task
4. Helping each other to understand actions need to be taken in the following week. Making sure everyone is on the same page.

Action Items

1. Completing Flow Chart, Logo and UI by 3pm on 11/19/2017.
2. Meeting at O'Shaughnessy – Frey Library Center at 3pm on 11/19/2017 for fourth meeting to review Flow Chart, Logo and UI
3. Meeting on 11/24 for first practice of presentation. Exact time and location – TBD
4. Meeting on 11/26 for final practice of presentation. Exact time and location – TBD