|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| <<XXX專案>> 會議記錄 | | | | | | | | | |
| 會議日期 | | 2013/4/22 | | | | | | | |
| 時間 | | Pm 17.00 | | | | | | | |
| 地點 | | 圖書館B2討論室B231 B2 | | | | | | | |
| 主持人 | | 王勇翔 | | | | | | | |
| 紀錄者 | | 陳昱霖 | | | | | | | |
| 目的 | | 發展WBS | | | | | | | |
| 參與者 | | | | | | | | | |
| 姓名 | | E-mail | | | | | 角色 | | |
| 曾與聖 | |  | | | | |  | | |
| 王勇翔 | |  | | | | |  | | |
| 李哲緯 | |  | | | | |  | | |
| 林揚盛 | |  | | | | |  | | |
| 蘇偉嘉 | |  | | | | |  | | |
| 陳昱霖 | |  | | | | |  | | |
| 俞鈞瀚 | |  | | | | |  | | |
| 歐譯璟 | |  | | | | |  | | |
| 會議議程 | | | | | | | | | |
| 討論WBS  撰寫會議記錄 | | | | | | | | | |
| 會議討論議題 | | | | | | | | | |
| 1.WBS架構設計  2.討論專案規劃的WBS  3.討論需求分析的WBS  4.討論系統設計的WBS  5.討論系統測試的WBS | | | | | | | | | |
| Action Item後續處理項目 | | | | | | | | | |
| 編號 | 處理動作 | | | 負責人員 | | 處理期限 | | 狀態 | 備註 |
|  | WBS討論 | | |  | |  | | **Closed**  **2013/4/22** |  |
| 下次會議 | | | | | | | | | |
| 日期 | | | 時間 | | 地點 | | | | |
| 4/29 | | | PM17:00 | | 資訊系館4202 | | | | |