**Meeting Notes:**

Remaining Tasks:

* Aesthetic / Layout Improvements
  + Assigned to Chad
* Log-In Functionality & Implementation
  + Assigned to Zac
* Upload Functionality & Implementation
  + Completed / Assigned to Chad
* Presentation Creation & Rehearsal
  + Assigned to Tony & Chad
* Presentation Activities
  + Assigned to Tony & Chad

Presentation Outline:

Total Time: 10 Minutes

* Project Overview & Goals (2 Minutes)
* Discussion on Deliverables, Part 1 (1 Minute)
  + What Has Been Done
* Database Structure (1 Minute)
* Overview of Application & Functionality
  + Log-In (1 Minute)
  + Upload (2 Minutes)
  + View & Sort Data (2 Minutes)
* Discussion on Deliverables, Part 2 (2 Minutes)
  + What Still Needs Work

Next Meeting:

* 12 PM to 1 PM, November 28th
* Purpose: Presentation Rehearsal