

Connectability Meeting Notes

Date: 2/13/24

Meeting Started: 3:30

Meeting Ended: 5:00

Key: Deliverables

Requirements

Important Dates

Attendees:

Accurately updated to reflect who attended, came late / left early

- Everyone

Agenda Review:

summary of everything discussed at meeting in order, bullet points

- Data Dictionary
- Correctness of ER Diagram

Discussion Highlights:

key points, important insight, concerns, recommendations, decisions made

- After plugging final ER Diagram into chat to ask for its correctness it said that it was good
- Data Dictionary correctly represents the ER Diagram

Reports and Updates:

Updates reported by members

Action Items:

Immediate task assigned to members to be completed next meeting

- Briefly review that information is correct for both documents and that sprint requirements are met

Open Issues:

unresolved issues or tasks that should be addressed at the next meeting still

Upcoming events we're working on