

**Team Meeting**  
**9/16/13**  
**Software Engineering Lab**  
**Everyone Present and On Time**  
**12:30-1:15**

- Agenda
  - Discuss the Software Plan (how to be broken up)
  - Look at previous plans from last year
  
- Division of Labor:
  - Karl and Jackie - Beginning to 1.10
  - Connor and Bryan - Project Plan to Development Environment
  - Katie - Development Schedule to 2.11
  - Everyone keep track of glossary of terms
  - Try to have a rough draft complete for Wednesday Meeting
  
- Jackie will work on the team symbol to be put on the top of the Software Plan
  
- Client Meeting:
  - Tuesday 9/17 at 9:30 AM (Karl, Connor and Jackie)
  
- Meeting:
  - Sunday 9/22, 4:30-8:30 PM in RB 328
  
- Assignments:
  - Everyone work on their own parts of the software plan for Wednesday
  
- Next Team Meeting:
  - Wednesday 9/18, 12:30 PM in Software Lab