

Quantum Technologies : Team Meeting # 9

Friday, September 27th, 2013 at 1:30 PM in RB 348

Agenda:

- Review client meeting notes
- Make arrangements while team members are away
- Assign tasks to members for upcoming assignments due

Completed:

- Go over client meeting notes
- Discuss arrangements while Kathleen and Shannon are away
 - Meetings
 - Who is attending what meetings
 - Who will take notes
 - Handing in lab 3

TO DO:

- Website
 - Jordan and Paul
- Use Case Narratives **SATURDAY, SEPTEMBER 28 @ 3PM**
 - Shannon - Supervisor & Team Leader
 - Kathleen O'Hara - System Administrator
 - Julian - Employee

Important Dates:

- Use Case Narratives due Monday
- Team websites due **MONDAY**
- Lab 3 due **Wednesday**

Next Meeting: Monday, September 30 @ 9:00PM

Meeting Time: 1 hour

All team members were present.