

Meeting Minutes

6/3/14

1. Synopsis is almost like a vision & scope document
2. Need to get in here before 4 on Thursday June 5 to set up everything for the sponsor
3. Set up roles
4. Primary contact with the sponsor - using a telephone?
5. Share agenda with the sponsor.
6. Project introduction in the Kick-off agenda (Have the sponsor introduce the project)
 - a. We can find out the history of the project (Whether or not this was all RIT students work)
 - b. Find discrepancies in the proposal and what they are saying.
 - c. TourTrak hosted on github
7. Team talked about availability
 - a.
8. <http://www.se.rit.edu/~devcycle/>