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TTKD
Agenda
June 19, 2014

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Pre-Meeting:
1. How much hard drive space is available for the management software to use on the deployment machine?
2. What Operating System version does the machine run on (Win Vista, 7, 8, etc)? Are there any intentions to upgrade?
3. How much available free RAM is there on the machine for the software to run on?
4. Does the machine have full administrator privileges? Can new software be installed?

Urgent Matters: *None*

Previous Goals and accomplishments:
1. 6/17 Team Meeting Overview (minutes) - Nick
2. Submit approved synopsis upon receipt from Paul (completed) - Nick
3. Load the Product Backlog - Nick

Ongoing Goals from last week:
1. User stories/product backlog discussion with client - Stefano (5 m)
2. Technology discussion (desktop application) - Isioma (5 m)
3. Open questions discussion - Alex (10 m)
    a. Deployment machine (available RAM, available hard drive, Windows operating system version, 32 or 64 bit, administrative privileges to install new software, any known restrictions)
    b. **"Class" questions**
        i. Is there a roster for a class?
        ii. Is check-in for planning or purely for reviewing attendance?
    c. **"Workshop" questions**
        i. Are cardio classes pay-as-you go (i.e. workshops)?
        ii. Is there a roster for a workshop?
        iii. Is check-in for planning (e.g. max capacity) or purely for reviewing attendance?
        iv. Do workshop attendees currently need to fill out registration form?
    d. **"Registration" questions**
        i. Do students need to sign consent forms for workshops AND classes?

New Goals For This Week:
1. Need to complete the risk planning discussion - Isioma
2. Need to finalize prioritization of product backlog - Stefano
3. Begin Sprint 2 - Configure the Physical Directory Structure - Stefano