



Minutes of Meeting

Project	Call Calendar	Date	26/102014
		Start-end time	15:00-16:00
Responsible	Marko Veličković	Location /type	Type: Skype meeting Västerås-Zagreb

Attended by	Location	Remarks
Biljana Stanić	Skype/Västerås	
Abdur Razzaque	Skype/Västerås	
Damian Marušić	Skype/Västerås	
Hrvoje Pavlović	Skype/Zagreb	
Marko Vuglec	Skype/Zagreb	
Marko Veličković	Skype/Västerås	

1. Presentation

The team has met to make a detailed plan of the presentation for Tuesday.

CONCLUSION:

The team split tasks to better cover all important elements. Everyone will work on his/her task and place the results on the online presentation.

ACTION:

Biljana, Abdur and Damian will write about team members, methodology that will be used during project development and communication.

Marko Vuglec and Hrvoje will write about project plan, requirements and technologies.

Marko Velickovic will make activity plan graph, define the number of SCRUM sprints and sprint meetings.

2. New meeting

The next meeting will be held on Monday, 27th November at 10am.

CONCLUSION:

It will be reported the state of the presentation and possible improvements.

ACTION:

All members have to be present.