Attendance:

* Andrew, Josh, Kaitlyn, David, Allison, Art, John, George, Dylan

PEER Reviews

* Confluence section - do we need this?
* There’s also a dropbox
* Best as a discussion point
* Don’t need the section on Confluence

Problem Definition Review

* Thursday 2/11 at 2:30 pm
* End of the first phase
* We can present from Confluence if we want to or we can make a slide deck - it’s up to us
* Pre-read/draft agenda
  + Pre-read is for Karen
  + Need an agenda
  + Don’t need to send the powerpoint ahead of time
  + Use mouse to point on the powerpoint, whoever is sharing their screen/doing the presentation
* Questions on myCourses we should be able to answer
* Will be presenting from confluence
* Determined agenda - <https://wiki.rit.edu/display/P21068/Problem+Definition+Review+Notes>

Grades

* Rubric is on myCourses
* Enthusiastic and do the work you’ll be fine
* Don’t try to perform, try to learn

Actions:

* Everyone to add a picture of themselves to slack <https://wiki.rit.edu/display/P21068/Project+Overview>, see slack channel for examples
* Everyone to add their individual plans to their page and then link it at the bottom of the Problem Definition page <https://wiki.rit.edu/display/P21068/Problem+Definition>
  + Template here: <https://docs.google.com/document/d/170UYRKRQId7JTMqkJDUI8g0LWql-Q8o1/edit>
* Add some bullets under the team plan section