

AGENDA

MEETING		
DATE: 09/11/23	TIME: 16:00	DURATION: 2 hrs

PREPARATION FOR MEETING:

TIME:	MATTER TO DISCUSS:	RESPONSIBILITY:
45 min	Review Functional spec notes	All
45 min	QA Manual and section assignment	All
15 min	Set up monday	All
15 min	Next functional spec progress, section 3	All
5 mins	AOB	Any