Team: Watershed  Date 3/23/14  Scientist involved?  Yes  no

Attendees: Josh, Tristan, Raven

I. What is the communication media of this meeting?

1. In-person (face-to-face)
2. Skype
3. Conference call
4. Others _______________

II. How long was this meeting?

~.5 hour

III. What stage of the development process are you at?

1. Gathering app requirements
2. Delineate potential app users
3. Determine tasks to perform on app
4. Determine users’ needs
5. Delineate usability issues
6. Prototype design
7. Refinement of design
8. Coding
9. Implement app
10. Design usability test
11. Analyze usability test results

IV. Important Points during Meeting

1. We split up some of the programming up.
   a. Raven will be working on the help pages
   b. Tristan is working on the observation input
   c. Josh is working on the login page.
   d. Jerry is assigned the main page.

*The goal is to get this working for April 1st.*