AGENDA OF MEETING

Meeting Title	Java Desktop Application Tutorial and Proposal Write-up
Date	21-03-2012
Start Time	1530
End Time	1800
Called By	Minh
Venue	Library Project Room 5-1
Attendees	Suriyanti, Glorya, Yosin, Minh
Objective	Tutorial for Java Desktop, Proposal Write-up

PREPARATION FOR MEETING:

Please Read:	Please Bring:
- Tutorial Code	- Laptop with JDK and NetBeans installed.

ACTION ITEMS FROM PREVIOUS MEETING:

No	Action Item	PIC	Comment	Due Date	Status
1					
2					
3					

AGENDA TOPIC:

No	Agenda Topic	PIC	Due Date
1	Learn Java desktop	Minh	
2	Discuss on project proposal write up	Suriyanti	
3			

MINUTES OF MEETING

Meeting Title	Java Desktop Application Tutorial and Proposal Write-up
Date	21-03-2012
Start Time	1530
End Time	1800
Venue	Library Project Room 5-1
Invitee List	Minh, Glorya, Suriyanti, Yosin
In Attendance	Minh, Glorya, Suriyanti, Yosin
Absent	N/A

DECISIONS:

No	Subject	Decision
1	Standard Environment for developing the Application	To achieve the full compatibility, the Standard Environment for developing the application is: • Environment: Java JDK 1.6 – 1.7 (32-bit) • Database: Microsoft Access 2007 – 2010 • IDE: NetBeans 6.9 – 7.1
2	Proposal	Finish the proposal at the end of this week (24-03-2012)
3	Additional	Java Desktop Application Tutorial
4		
5		

ACTION ITEMS:

No	Action Item	PIC	Comment	Due Date	Status
1	Finish up the proposal	Minh	Complete the "Deliverable" and "Scope"	24-03-2011	DONE

CARRY-OVER ITEMS FOR NEXT MEETING:

No	Subject	Description
1	Proposal	
2	Review Java Desktop Application	
3		

NOTES:

Prepared by,   Vetted and edited by,

Minh   Suriyanti