

## Meeting Minutes—April 15<sup>th</sup> 2008

9:00 a.m. – 1:00 pm

**In Attendance:** Afua Gyasi, Matthew Mariani, Kim Amin, Kim Monti, and Rahel Woldehanna

- Task Updates:
  - Rahel demonstrated one example of camtasia demo using webshop and outline of the three different examples she is working on.
  - Kim M. demonstrated the general overview of camtasia she has created using Camtasia.
  - Kim A presented the final of usability test result.
  - Kim A. presented the last version of Adobe Connect guideline.
  - Afua prepared the outline for the final presentation.

### **Action Items**

- Rahel and Kim M. will try to work on as much as she can and ask the rest of the team for assistance as needed.
- Kim A. will email the .pdf version of the Adobe connect guideline to GMU AT PP team and the word version to Clare.

### **Next Meetings**

- Wednesday at 10:00 am
- Thursday