Meeting Subject / Objective	ZIMS JAD5 Meetings Agenda			
Project Name & No.	Zoological Information Management System (ZIMS)			
Meeting Facilitators	Mark Switzer, Rohan D'Souza, Lanny Rootenberg			
Date	November 8th to November 11th, 2004	Start /End	8:30AM – 5:30PM	Location	Miami, Florida

Day 1 – November 8, 2004 – Combined Session Agenda		
Subject	Start	End
Arrival, Coffee and Setup	8:00 am	8:30 am
Welcome and Introductions	8:30 am	9:00 am
Effective JAD Sessions	9:30 am	10:00 am
Use Case Completion to Date		
Break		

Day 1 – November 8, 2004 – Nemo Team Agenda (Lanny/Diane)		
Subject	Start	End
Animal Collection Setup	10:30 am	12:30 pm
Lunch		
Animal Collection Transfers	1:30 pm	3:00 pm
Break		
Set Institution Animal Management Rules	3:30 pm	5:00 pm

Day 1 – November 8, 2004 – Vet Team Agenda (Rohan/Sadaf)		
Subject	Start	End
Clinical Medicine Walkthrough	10:30 am	12:30 am
Lunch		
Clinical Medicine Walkthrough	1:30 pm	3:00 pm
Break		
Clinical Medicine Walkthrough	3:30 pm	5:00 pm

Day 1 – November 8, 2004 – Combined Session Agenda		
Subject	Start	End
Wrap-up – User Interface Presentation	5:00 pm	5:30 pm

Day 2 – November 9, 2004 – Nemo Team Agenda (Lanny/Diane)		
Subject	Start	End
Staff Assignment of Roles and Responsibilities	8:30 am	12:00 pm
Lunch		
Maintain Institution Information	1:00 pm	2:30 pm
Break		
Manage News and Links	3:00 pm	5:00 pm

Day 2 – November 9, 2004 – Simba Team Agenda (Rohan/Savio)		
Subject	Start	End
Multimedia Management	9:00 am	10:00 am
Manage User Preferences	10:00 am	11:00 am
Users, Groups and Roles Administration	11:00 am	12:00 pm
Lunch		
Workflow and Workflow Management	1:00 pm	2:30 pm
Break		
Manage System Integration Service	3:00 pm	5:00 pm

Day 2 – November 9, 2004 – Vet Team Agenda (Sadaf)		
Subject	Start	End
Clinical Medicine Walkthrough	9:00 am	12:00 pm
Lunch		
Clinical Medicine Walkthrough	1:00 pm	2:30 pm
Break		
Clinical Medicine Walkthrough	3:00 pm	5:00 pm

Day 2 – November 9, 2004 – Data Model Discussion (Frances)		
Subject	Start	End
Transactions, Plans, Protocols, Requests	1:00 pm	2:30 pm
Break		
Data Model Discussions continued.	3:00 pm	5:00 pm

Day 2 – November 9, 2004 – Combined Session Agenda		
Subject	Start	End
Wrap-up	5:00 pm	5:15pm

Day 3 – November 10, 2004 – Nemo Team Agenda (Lanny/Diane)		
Subject	**Start**	**End**
Permits	8:30 am	12:00 pm
Lunch		
Reports and Forms	1:00 pm	2:30 pm
Break		
Ad-Hoc Reporting and Analysis	3:00 pm	5:00 pm

Day 3 – November 10, 2004 – Simba Team Agenda (Rohan/Sadaf)		
Subject	**Start**	**End**
User Registration	8:30 am	10:00 am
Institution Registration	10:00 am	11:00 am
Manage Institution Configuration Options	11:00 am	12:00 pm
Lunch		
Manage :Lookup Tables	1:00 pm	2:30 pm
Break		
Manage Localization and Internationalization	3:00 pm	4:00 pm
Data Synchronization	4:00 pm	5:00 pm

Day 3 – November 10, 2004 – Vet Team Agenda (Savio)		
Subject	**Start**	**End**
Preventative Medicine Walkthrough	9:00 am	12:00 pm
Lunch		
Preventative Medicine Walkthrough	1:00 pm	2:30 pm
Break		
Preventative Medicine Walkthrough	3:00 pm	5:00 pm

Day 3 – September 10, 2004 – Combined Session Agenda		
Subject	**Start**	**End**
Wrap-up	5:00 pm	5:30 pm

Day 4 – November 11, 2004 – Nemo Team Agenda (Lanny / Diane)		
Subject	Start	End
Enclosure Maintenance Planning	8:30 am	10:00 am
Parking Lot Topics (Carcass Disposal, Animals Temporarily Off-site)	10:00 am	11:00 pm
Events Check (Death, Birth, Transfers, other events)	11:00 am	12:00 pm
Lunch		

Day 4 – November 11, 2004 – Simba Team Agenda (Rohan / Sadaf)		
Subject	Start	End
System Version Control	8:30 am	10:00 pm
Manage System Tasks and Batch Jobs	10:00 am	12:00 pm
Lunch		

Day 4 – November 11, 2004 – Vet Team Agenda (Savio)		
Subject	Start	End
Sampling Walkthrough	9:00 am	12:00 pm
Lunch		

Day 4 – November 11, 2004 – Combined Session Agenda		
Subject	Start	End
Summary, Evaluation Forms, Next Steps, Key Dates	1:00 pm	2:30 pm
Break		
Contingency	3:00 pm	5:00 pm