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| 09/02/13 Notesie Meeting Minutes | | | | |  |
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| Meeting called by | | Alex Jones | | |  |
| Attendees | | Alex Jones, Tom Osborne | | |  |
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| Agenda topics | | | | |  |
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| Discussion | Task 2 – produce an interim review presentation | | | |  |
| Conclusion | Discuss tasks and produce presentation | | | |  |
| AJ has started the presentation using information from previous task.  AJ mentioned using a theory on teamwork as a solution to overcoming teamwork constraints  Make any changes to project justification if necessary  AJ asked for suggestions on who to interview | | | | |  |
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| Action items | | | Person responsible | Deadline |  |
| Finish interim review presentation | | | Tom Osborne  Alex Jones | 22/02/13 |  |
| Interview Louise and Moodle Management | | | Tom Osborne  Alex Jones | 18/02/13 |  |
| Complete questionnaire’s for research | | | Tom Osborne  Alex Jones | 18/02/13 |

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| Discussion | Produce ER diagrams and database structure | | |  |
| Conclusion | Complete ER diagrams and database structure based on discussion with Simon | | |  |
| TO said ER diagrams need to be completed by the end of the weekend along with database structure to present to Simon on Monday | | | |  |
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| Action items | | Person responsible | Deadline |  |
| ER diagrams | | Tom Osborne | 18/02/13 |  |
| Database Structure | | Tom Osborne  Alex Jones | 18/02/13 |  |