2.2 I can describe what outcomes are needed from collaborative working and whether archiving is required

We have study meetings that are recorded, for watching afterwards if needed, this is extremely helpful if you are unable to attend the meeting, as you can watch it afterwards, or look back at the recording if you forget anything from the lesson. I prefer Adobe connect over Microsoft teams when it comes to studying, as files shared by the tutor or other students can be downloaded to use later, even from the recording.

Graphical user interface, application

Description automatically generated