MEETING AGENDA

Meeting #11

Prepared by: Ysabel Dungca
1st of October 2020

AGENDA

A RECAP OF EVERYONE'S PROGRESS

- Belle presented an almost-completed Figma prototype of the application building off of the previous wireframes drafted up before, excepting a few features which she needed to refine and brainstorm/conceptualised with others before continuing, just in time for the consultation with Anthony.
- Tom forked the Github page, as well as chipping away at the content.
- Ben continued working on the report content much like Tom, mostly working on Tools and Technologies section as well as the individual sections we're all meant to fill in independently.
- Tung filled out the individual components to be done independently, worked on the risks that we might encounter for the project, as well as the skills and jobs section, which was completed with Andrew.
- Andrew did work on the skills and jobs section with Tung as well as doing the individual components as well as looking at the risks section and adding some. He watched some tutorials on how to use the applications we were speaking about like Figma.
- Campbell did the individual components and was looking at the risks, but couldn't think of a new one to add.

WHAT TO DO MOVING FORWARD

- We made sure to read over the document in its entirety so we were better prepared for our meeting with Anthony.
- We spoke about finishing off the report content, specifically the 'Plans & Progress' part, and getting the Figma prototype completed, both in the next week or two.

- We discussed what we should focus on for the coming week, given that we are ahead of schedule, such as trying out user testing, trying to make a start on the programming side of things or trying to make a database containing all of the legal information for our application.
- We decided to hold off on making a concrete decision until after our consultation with Anthony.