This week get into your project teams and have a meeting about each of the modules web server and software testing. Conduct a meeting to discuss the web and software testing project and record the minutes of this. Use the template provided to save a record of the meeting and once completed e**ach member o**f the team must upload the minutes **(excel spreadsheet)** to Moodle for grading. Also can the team make sure that there is a space in your Trello board for the minutes of your meetings and all meetings should be recorded from now on to record the works carried out on each of those projects (web and testing).