CPT110 Assignment 2: Group Meeting #5

12/04/2021

Meeting ran 7.30pm – 8.29pm ADST.

Attendees:

Sean Atherton

Joshua Chuang

Jack Holliday

Liam O’Loughlin

Stephanie Newland

Mia Vasiliadis

Meeting notes:

* Quick recap of the meeting/agenda from last week.
* Reviewed agenda document:
  + **Team Profile/Individual Profiles**
    - Uploads from Mia and Josh have been added.
    - Profile document should be complete except any formatting required.
  + **Individual Profiles**
    - All individual profiles are summarised and uploaded.
  + **Assignment One Feedback**
    - Marks have been released; decided on quick discussion over feedback.
  + **Submission**
    - One person to submit the two reports.
  + **Meetings**
    - Discussed and planned for three meetings coming up to the final week of the assessment.
    - Monday/Thursday/Sunday night.
  + **Website** 
    - Mia agreed to complete the website.
    - Will build around template used for assignment one.
    - Dropdown menu used on website to link to each group member’s assignment one website.
  + **Industry Data – Burning Glass**
    - Add group skillset/individual skills to Burning Glass questions.
    - Individual responses to be added question three; changes in ideal job opinion.
  + **IT Tech reports**
    - Complete IT tech reports
      * Blockchain and cryptocurrencies – uploaded.
      * Cybersecurity – uploaded.
      * Machine learning – uploaded.
      * Cloud – to be finalised and uploaded.
  + **Project** 
    - Decided to dedicate the next meeting we have to going in-depth over the project idea chosen (Dating App/Josh).
    - Will discuss feedback received and then go over each bullet point in detail to expand/delegate which team member will take over the expansion of the section before making it cohesive.
* Final round-up:
  + Due date: Sunday of week 7; 18th of April at 11.59pm AEST.
* To be done before Thursday’s meeting:
  + IT report (Josh)
  + Venn diagram comparing/contrasting skills (Jack)
  + Project: overview and feedback (if released)
    - Everyone to read over project idea before meeting.
    - Have questions/discussion points ready to be answered.
* Next meeting:
  + Add tasks if you think of any to the next meeting agenda.
* Next meeting date: **Thursday 15/4/21 at 9.30pm AEST.**

Tasks completed:

* Next meeting scheduled.
* New agenda documentation created.
* New tech reports uploaded, team profile/individual profile documents near group completion.
* Individual profiles summaries and uploaded.
* Team prolife uploads from Mia and Josh have been added.
* Profile document should be complete except any formatting required.

Tasks to be completed:

* Work on IT reports (Josh)
* Work on basic html/css build for website (Mia)
* Burning Glass data /answers to be uploaded if not already (everyone)
* Agenda for the next meeting to be added to (by anyone) as items come up during the week.