Practical Project - Iteration 2

Group Meeting Report

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| Notice of Meeting and Agenda | Date: 31/03/2025Time: 1:00pm – 3:00pmLocation: EIT Campus |

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| Sponsor: | Dr Anastasia Mozhaeva. | Name of Group: | Tungsten PC. |
| Group Lead: | Geronimo Gerard P. Yu IV. | Note taker: | Shawn M. Peepi. |
| **Attendees:** | Deacon H. Watt. | | |
| **Absent:** | Shawn M. Peepi. | | |
| **Please bring:** | N/A. | | |
| **Agenda items:** | 1. Finish learning the different agile methodology and creating the resource table. 2. Created and committed group meeting report to GitHub. | | |

# Minutes

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| Agenda Item 1: | Finish learning the different agile methodology and creating the resource table. | Presenter: | Deacon H. Watt. |

#### Discussion:

We conducted research using the PowerPoint slides and developed a comprehensive resource table that aligns with the project's objectives.

#### Conclusions:

The resource table has been successfully created, ensuring it meets the project's requirements.

| Action items | Person responsible | Deadline |
| --- | --- | --- |
| * Created the resource table. | Shawn Peepi. | 01/04/2025 |
| * Uploaded in GitHub. | Deacon Lars Hatwell-Watt. | 01/04/2025 |
| * Researched the agile methodologies. | Geronimo Gerard P. Yu IV. | 01/04/2025 |

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| Agenda Item 2: | Created and committed group meeting report to GitHub. | Presenter: | Geronimo Gerard P. Yu IV. |

#### Discussion:

Our team collaborated to compile the group meeting report. Additionally, we planned to upload the group meeting report by the end of the day.

#### Conclusions:

The group meeting report was completed and successfully uploaded to GitHub.

| Action items | Person responsible | Deadline |
| --- | --- | --- |
| * Created the group meeting report. | Deacon H. Watt. | 01/04/2025 |
| * Peer reviewed meeting report | Geronimo Gerard P. Yu IV. | 01/04/2025 |
| * Uploaded the group meeting report on GitHub. | Shawn M. Peepi. | 01/04/2025 |

# Other Information

#### Resources:

Microsoft Word, Google docs, Computers, Gmail.

#### Date of next meeting:

01/04/2025