Meeting Minutes

# Weekly Meeting with team/Supervisor

# Meeting No: 8

## Meeting Details

|  |  |
| --- | --- |
| Date: | 14/09/2021 |
| Venue: | Teams |
| Attendees: | Dichen, Josiah, Rhys, David |
| Apologies: |  |

## Information / Decisions

|  |  |
| --- | --- |
| No. | Item |
| 1 | Discussion on what to finish for submission |
| 2 | Discussions on what to prioritise |
|  |  |
|  |  |

## Action Items

|  |  |  |  |
| --- | --- | --- | --- |
| No. | Item | Who | By |
| 1 | Finish dockerisation / Circle CI | Josiah, Dichen | 18th |
| 2 | Clean up code | Rhys, David | 18th |
| 3 | Ensure all documents are complete | Everyone | 18th |
|  |  |  |  |
|  |  |  |  |