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| **Group Name:** | Group 26 | |
| **Date of Meeting:** | 04/11/2022 | |
| **Start Time:** | 14:00 | |
| **End Time:** | 15:00 | |
| **People Present:** | | |
|  | Sonali | Chinmayee |
| Joe | Emily |
| Euan | Tana |
|  |  |
| **People Absent:** |  | **Reason:** |
| Upenyu | Doctor’s Appointment |
|  |  |
| **Topics Discussed:** | | |
| * Coins Contributions for the week * Joe has received more coins this week because he put in more work and effort away from the meetings * Upenyu has received less coins due to a continued lack of willingness to communicate and put effort in the group work. He has made no progress nor shown any signs of wanting to catch up on the work even when he has attended. * Reviewed the final document, and compared it to the mark scheme to see what parts needed to be edited | | |
| **List of progress:** | | |
| * Coin contributions for the week completed | | |
| **To Do List:** | | |
| * Complete contributions document * Zoom meeting scheduled on Sunday to submit assignment | | |