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| Meeting Dates | Purpose of Meeting | Decisions Made | Task Assigned | Completed Task |
| 18/11/2019 | Introducing each other | Non |  |  |
| 21/11/2019 | Listing out the ideas for the app to the group and evaluating each idea | App idea was chosen, and it was timetabling app |  |  |
| 26/11/2019 | Some individuals were not submitting the work on GitHub | Everyone was given last chance to upload their work on GitHub before next week |  |  |
| 03/12/2019 | Discussion on app layout plan and in way to gather the data | A wireframe of the app layout was created with all inputting their thoughts. |  |  |
| 10/12/2019 | Discussion on individual progress and checking if anyone need help | Assigned task to group members |  |  |
| 14/01/2020 | Reviewing each other work and giving help and suggestion | Improvement on the code was suggested. |  |  |
| 31/01/2020 | Organizing GitHub repository and reviewing the code, plus testing the app | Organed the GitHub as well as given improvement tips for the code |  |  |
| 06/02/2020 | Decision on entering made in Brunel as well as discussion on the other course work | Made In Brunel was given green light |  |  |
| 10/02/2020 | Discussion on the other coursework was the main focus | A pause on the group project was decided |  |  |
| 13/02/2020 | Discussion on other features to add into the ‘BETTer’ app | Few features were decided to be implemented |  |  |
| 17/02/2020 | Testing the app’s main features and suggestion on improvement | Bugs found during testing |  |  |
| 24/02/2020 | Made in Brunel information | Discussion on improving the app for made in Brunel was made |  |  |
| 27/02/2020 | Organizing all the relevant information for Made In Brunel | Discussion on improving the app for made in Brunel was made |  |  |
| 02/03/2020 | Discussion on the personal group project report and deciding presentation date and time | Final review of the presentation was completed, and presentation was approved |  |  |
| 05/03/2020 | Preparing for Made in Brunel as well Discussion on the other coursework | Won Made In Brunel |  |  |
| 09/03/2020 | Improvement for the ‘BETTer’ app and discussing on the presentation | A group presentation to be made |  |  |