

Lima Group Meeting Minutes

Date 27/09/24

Notetaker Rebekah Leslie

Attendees

Holly

Fariha

Haziel

Piotr

Caitlin

Rebekah

Andreas

Dermot

Discussion

Topic Reflective Journal

Notes

- ❖ Split the total word count equally among the group and nominate an editor to ensure flow and readability before the deadline.

Action List

Action Item

- ✓ Write journal
- ✓ Finalise journal

Person responsible:

Everyone (1500 words each)
Rebekah, Haziel, Holly

Deadline:

In progress
In progress

Topic Meeting with client

Notes

- ❖ The product owner makes contact with the client (email).

Action List

Action Item

- ✓ Email client

Person responsible

Haziel

Deadline

End of meeting

Topic Using GitHub

Notes

- ❖ Rebekah created an SSH key.
- ❖ Practiced pull requests and reviewing changes before committing.
- ❖ Everyone should learn how to use git:
 - Connecting remotely using ssh, GitHub desktop, etc

- Committing and creating pull requests (don't merge if you're unsure 🧠)
- Reviewing others' pull requests
- Explore tabs (especially the projects tab for task tracking)

Action List

Action Item	Person responsible	Deadline
✓ Learn git	Everyone	asap

Other Information

To do:

- Learn Git!

Next Meeting:

1st october at 15:00