

# RMIT Pseudo Boomers

## Meeting Agenda/ Minutes

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**Date:** Sep 27, 2020    **Time:** 6.30 pm    **Location:** Teams Meeting Room

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### Topic 1: Introduce Ourselves

- Discuss professional backgrounds
- Where is everyone located, and discuss commitments which could conflict with project commitments
- Availability of time to work on the project and plan a Schedule of Work

### Topic 2: Team Profile – complete by next Tuesday

1. Each team member to upload their own personal profile details on a word document created in Teams under the file name Individual Profiles.
2. Upload personal profile pics under a folder created in Teams called Photos
3. Each team member to use the information from the previous assignment one and condense the information into a couple of paragraphs

### Topic 3: Ideal Jobs - complete by next Tuesday

- A. Each team member to upload their Ideal jobs details on a word document created in Teams under the file name Ideal Jobs
- B. Create a table to compare similarities and differences in desirable job roles
- C. Upload a screenshot of individual ideal jobs in a teams folder called Images.

### Topic 4: Industry Data/ IT Technologies - complete by next Tuesday

- I. Assign a team member to collaborate data from the Industry - Murray
- II. Raj – Robots, and Machine Learning for IT technologies section
- III. Sneha – work on Cyber Security for IT technologies section
- IV. Ben – work on Cloud, Service and Server-Based Computing for IT technologies.
- V. Make sure that there is a minimum of 2 references per section.

## Notes and Action Items

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- Next meeting scheduled on
  - Follow up on the status of completion of the assigned tasks next week.