

# Team Meeting #4

Date - 11/28

Time - 7:30 PM

Location - Discord

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<b>Meeting called by:</b>	Adriana C	<b>Type of meeting:</b>	Slideshow finalization
<b>Facilitator:</b>	Julian Hame	<b>Note taker:</b>	Dennis Tirkey
<b>Timekeeper:</b>	Minutes tracked on Discord		

<b>Attendees:</b>	Michael So, Julian H, Adriana C, Dennis T
<b>Please read:</b>	Assigned Case Study, Presentation Rubric
<b>Please bring:</b>	Electronic device

## *24 Minutes*

<b>Agenda item:</b>	Finish up app proposal slideshow	<b>Presenter:</b> <b>Michael So</b>	
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### Discussion:

- Ensuring that the slideshow is in its final, ready state

### Conclusions:

The slideshow is ready for the presentation.

### Action items

- ✓ Finalize app proposal slideshow so that it's ready for our presentation

### Person responsible

Adriana C  
Michael So  
Dennis T  
Julian H

### Deadline

11/30

## *Other Information*

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### Resources:

Google Docs, Google Slides