Meeting Minutes

# Weekly Meeting with team/Supervisor

# Meeting No: 13

## Meeting Details

|  |  |
| --- | --- |
| Date: | 16/09/2023 |
| sVenue: | Discord voice channel |
| Attendees: | Tanya Tran (s3843142)  Huy Do (s3894502)  Antonio Ginnakopoulos (Toni) (s3895923) |
| Apologies: | Myat Theingi Nwe (Gigi) (s3963447)  Kevin Chen (s3780646)  Keely Smith (s3898340) |

## Information / Decisions

|  |  |
| --- | --- |
| No. | Item |
| 1 | Discussed what remaining documentation work is left to be completed |
| 2 | Q&A help session – tanya having trouble with GitHub Branch |

## Action Items

|  |  |  |  |
| --- | --- | --- | --- |
| No. | Item | Who | By |
| 1 | Continue working through all tasks from sprint backlog | Everyone | 17/09/2023 |