Meeting Minutes

# Weekly Meeting with team/Supervisor

# Meeting No: 7

## Meeting Details

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| Date: | 04/10/2023 |
| Venue: | Discord voice channel |
| Attendees: | Keely Smith (s3898340)  Tanya Tran (s3843142)  Huy Do (s3894502)  Kevin Chen (s3780646)  Antonio Giannakopoulos (Toni) (s3895923)  Myat Theingi Nwe (Gigi) (s3963447) |
| Apologies: | N/A |

## Information / Decisions

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| --- | --- |
| No. | Item |
| 1 | Discussed what tasks are left and what everyone will be working on:  Keely – Documentations for milestone submissions  Huy – Complete all tests and move onto documentation work  Toni – Add images in the database and work on documentation  Kevin – Styling and documentation  Gigi – Implement final features and work on documentation  Tanya – Implement final features and work on documentation |
| 2 | Keely discussed with group about what needs to be added to the PowerPoint slides as she has already outlined what each page requires |
| 3 | Tanya clarifying with Keely and Huy about the backend specs for the notifications feature |
| 4 | Gigi ran into a blocker with backend connection for the branch she’s working on, Huy reviewed her work |

## Action Items

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| --- | --- | --- | --- |
| No. | Item | Who | By |
| 1 | Continue working on tasks until all are completed | Everyone | 08/10/2023 |