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| Dualcab  Team meeting |
| Agenda: |
| January 2023  Authored by: Lachlan Neilsen |

Reflection:

* Refer to document made by Chris

Dream job section:

* Alex: how did this go?

Tools:

* Lachie: make our working repo public
* Lachie needs to make Pages Live asap
* Chris: MS Teams info should be included here
* Ida: Descriptive comments
* Ash: name needs to be on more commits

Web:

* Discuss which pages are outstanding
* All pages: must get the same head and navbar as index.html
* Commence PDF. We can compare text on PDF to text on web at the end
* Test result in modal windows. Complete Ida’s section, then check all for correctness
* Workflow:
  + make one copy of a view area (elements with class=”myHeader” )
  + copy and paste down page for number of required fields
  + add text last
* Should we reference stock image url? If so, how?
* Discuss: styling IT-Work.html. how do we want it to look?

A2 Contribution submission

* Due Sunday night, not primary focus but need to plan for us all to discuss and agree to contribution %s.

Editing:

* Everyone should jump on and do some editing.
* Alex has done a really great job on editing project.docx. Can Alex focus heavily on edits when they come into git?

Overall:

* Get up to date with modules. This will matter for assignment four
* Has anyone tracked which parts of this task are outstanding? We should work this out asap.
* What is everyone’s availability this week?
* Next meeting? If Friday we will have to finalise Tools section and MS-Teams.PDF afterwards with the minutes etc which might be cutting it fine as we won’t be able to finalise the submission PDF or website 100% until after that.