**Note:**

1. Please make sure you complete this Report related to each meeting for your Practical Project – Iteration 1 below.

2. Once completed, convert this content to readme.md (GitHub).

**Practical Project - Iteration 2**

Group Meeting Report 4

| **Notice of Meeting and Agenda** | **Date: 19/03/2024****Time: 1:00-2:30****Location: EIT Tairawhiti** |
| --- | --- |

|  | | | |
| --- | --- | --- | --- |
| **Sponsor:** | Anastasia Mozhaeva | **Name of Group:** | KVN |
| **Group Lead:** | Kyle A. Chisholm (CEO) | **Note taker:** | Neri West |
| **Attendees:** | Kyle A. Chisholm (CEO), Varun Wadhwa (Security), Neri West (Developer) | | |
| **Absent:** | No | | |
| **Please bring:** | Nothing | | |
| **Agenda items:** | 1. Create a new folder for activity 2 in the shared google drive and attach the understanding paradigms and models document 2. Finish the understanding paradigms and models document | | |

# **Minutes**

| **Agenda Item 1:** | Create a new folder for activity 2 in the Shared Google Drive. | **Presenter:** | Kyle A. Chisholm (CEO) |
| --- | --- | --- | --- |

#### **Discussion:**

Who will create the new folder, what it is called.

#### **Conclusions:**

Kyle will create the new folder and Neri will attach the “Understanding Paradigms and Models - KVN” document

| **Action items** | **Person responsible** | **Deadline** |
| --- | --- | --- |
| Create a new folder to the Agile Projects Shared Google Drive | Kyle A. Chisholm (CEO) | 22/03/2024 |
| Attach the Understanding Paradigms and Models - KVN document to the new folder | Varun Wadhwa (Security) | 22/03/2024 |

| **Agenda Item 2:** | Finish the progress report for understanding of paradigms and models documents. | **Presenter:** | Kyle A. Chisholm (CEO) |
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#### **Discussion:**

To create progress, report and discuss it more with the team members to provide which method could solve the problem.

#### **Conclusions:**

We discussed with our team which model would fit best, which was the V-model.

| **Action items** | **Person responsible** | **Deadline** |
| --- | --- | --- |
| Working on progress report with kyle and Neri for solving problem within time | Varun Wadhwa (Security) | 22/03/2024 |
|  |  |  |
| Helping the team members and designing a method to use to solve problems for the report. | Neri West (Developer) | 22/03/2024 |

# **Other Information**

#### **Resources:**

Google, Power Point, Google Docs, Google Drive

#### **Date of next meeting:**

To be done : 26/03/2024