**Session Eight Meeting Minutes**

**Meeting Minutes from Session 08.**

The first meeting since completing Assignment 2 of RMIT-IIT-A3-Group#10 was held on 26/01/2021 via MS Teams. It began at 6pm AEST and was called by Elisha Rackley who was the chairperson for this meeting and was recorded by Elisha Rackley.

**Attendees - 5/5**

Elisha Rackley, Fletcher Petersen, Jarrod Petersen, Mathew Lawton, Keegan Whitfield.

No guests attended this meeting.

**Topics/Presentations**

Main takeaways:

* Run down of final rush to finish Assignment 2 and submission of contribution form
* Breakdown of Assignment 3 rubric

- weight 40% and due Sunday Week 12

- Teams usage the same as A2

- End goal according to rubric is to develop plan or prototype for Switch

- Update Team Website

- Team agreed to stick with ‘Team Valour’ for the name of the group

- Team agreed that end goal for A3 is a mock website of Switch

* Discussed the requirements of each section of the Assignment.

**Next meeting:** Saturday 5:45pm

**Chairperson:** Elisha

**Follow-up Tasks**

Task:

* Goal use team website or Jarrod’s template as a skeleton for Switch website
* Forking team website
* Everyone to push something from the project section of A2 to website