**Meeting Purpose**

A meeting of Team Valour was held on 18/02/2021. It began at 08:pm AEDT and was called by Keegan Whitfield, with Keegan Whitfield as scribe.

**Attendees**

Keegan Whitfield, Jarrod Petersen, Elisha Rackley,

**Absent**

Mathew Lawton, Fletcher Petersen

There were no guests in in this meeting.

**Topics/Presentations**

Session 18 was presented by Keegan Whitfield.

* Discussed what was left to do by attending members.
* Elisha discussed the sections left to complete. Namely, Skills and Jobs, Timeline
* Elisha mentioned that A5 is all but complete.
* Keegan Whitfield asked all members to read through the assignment as a whole, to correct spelling, grammar and formatting.

**Follow-up Tasks**

Task:

1. Complete outstanding sections for Assignment 3 Report so they can be formatted.