Team Meeting #14

Date	04/10/2024
Time	4:00PM - 5:00PM
Sprint	3
Attendees	Andrique, Gwyneth, Melissa, Jaemin, Bernice, Shaun
Apologies	

Agenda Items	Notes
- Finalising sprint review	
- Finalising product and process challenges document	
- Finalising risk register	
- Finish implementation	

Updates	Owner
- Working on user documentation	Jaemin
- Working on sprint review	Shaun
- Completing implementation	Melissa
- Working on sprint review	Andrique
- Working on process, product challenges and risk register	Gwyneth
- Working on risk register	Bernice