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| **Date and Time** | 6/03/2025 |
| **Project Name** | Gaming Tips and tricks |
| **Meeting Goal** | * Task allocation * Start database design * Update Kanban board |
| **Facilitator** | Leonid |
| **Note taker** | Atharva |
| **Attendees** | **Leonid, Atharva, Dillan** |
| **Roundtable Updates (each group member to contribute)** | We have allocated all tasks in our .pdf file and also our note taker will be updating the kanban board – Leonid  Updated Kanban board with all tasks allocated to each member – Atharva  Started the database design and tried implementing some of it into mySQL - Dillan |
| **Discussion points** | **We discussed who will be taking on which task**  **How we will be using mySQL to design our database.** |
| **Actions (list tasks and assign a group member)** | We started XAMPP and allocated Databases to Dillan (main benefactor) and Leonid (Backup benefactor) as they have best experience with databases |



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| **Date and Time** | 13/03/2025 |
| **Project Name** | Gaming Tips and tricks |
| **Meeting Goal** | * Finish HTML code and review each page * Try implement PUG templates into our HTML * Update Kanban board as we go |
| **Facilitator** | Atharva |
| **Note taker** | Leonid |
| **Attendees** | **Leonid, Atharva, Dillan, Ricky, Akeel** |
| **Roundtable Updates (each group member to contribute)** | Forum page HTML nearly complete, and I have added tags and categories in our kanban board – Leonid  User page updated along with our pdf file – Atharva  Database design has progressed, some data is ready to be entered – Dillan  Home Page HTML is nearly complete and will be focusing on linking all pages together -Akeel  About us page has been complete and will be looking into the PUG templates – Ricky |
| **Discussion points** | **How far we have progressed**  **Anything we can do to make each task easier for each other** |
| **Actions (list tasks and assign a group member)** | Keep progressing database design – Dillan  Keep working on forum page and keep updating the members as time goes by, also update anything in kanban board that is needed – Leonid  Keep progressing the PUG templates – Ricky  Work on linking the pages and work on the home page – Akeel  Keep adding work done to pdf file and finish up user page – Atharva |



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| **Date and Time** | 16/03/2025 |
| **Project Name** | Gaming Tips and tricks |
| **Meeting Goal** | * See progress so far * Link pages * Progress designs of pages * Progress the design of the database |
| **Facilitator** | Akeel |
| **Note taker** | Atharva |
| **Attendees** | **Leonid, Atharva, Akeel, Ricky** |
| **Roundtable Updates (each group member to contribute)** | I have linked pages and now will be focusing on adding a log in page – Akeel  Update pdf file and keep working on user page – Atharva  PUG templates are not yet complete but about us page has been completed to an ok standard – Ricky  Forum page receives an update with tags and more posts – Leonid |
| **Discussion points** | **Keep updating our progress**  **Making sure our database design is c** |
| **Actions (list tasks and assign a group member)** | I have linked pages and now will be focusing on adding a log in page – Akeel  Update pdf file and keep working on user page – Atharva  PUG templates are not yet complete but about us page has been completed to an ok standard – Ricky  Forum page receives an update with tags and more posts – Leonid |



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| **Date and Time** |  |
| **Project Name** |  |
| **Meeting Goal** | * Agree code of conduct * Agree group name * Choose project |
| **Facilitator** |  |
| **Note taker** |  |
| **Attendees** |  |
| **Roundtable Updates (each group member to contribute)** |  |
| **Discussion points** |  |
| **Actions (list tasks and assign a group member)** |  |