**Meeting Minutes:** Group 2

**Date: 10 Jan 2025**

**Time: 17:30**

**Location/Platform: Online**

**Chair: Dhia**

**Note taker: Chetak**

**Attendees:Li Jiaqi, Nada Bin Sebayel, Chahal Chetak, Aveyard Nick**

**Discussion Items**

Check the tables generated and finalise any amendment in generated data tables : Discuss query generation for both MS access and MySQL : Issues with inserting data in MYSQL tables - to get info regarding by email.

Introductions : The third meeting of the group.

Project Updates :

ERD finalised.

MS access database ready and all tables generated.

MYSQL tables and relationship finalised.

New items for discussion : n/a

Any other business (AOB)

Next meeting & topics for discussion

Finalise Assignment meeting if required.

**Action Plan**

|  |  |  |
| --- | --- | --- |
| **Action Item** | **Who** | **When** |
| Agreed changes and finalised all data- to insert in MYSQL | Agreed changes and finalised all data- to insert in MYSQL | Agreed changes and finalised all data- to insert in MYSQL |
| Query divided into all members of the group. | Chetak/Dhia/Jiaqi/Nick/Nada | 14th Jan |
| Send email & contact Neil Vaughan for insertion of table data in MYSQL. | Jiaqi | 11th Jan |
| Finalise Database and upload to repository in Git hub. | Chetak/Dhia/Jiaqi/Nick/Nada | 15th Jan |