[Team 5] – [03/12/19]

**Attending: Eoghan Gallagher, Nathan Callaghan, Dylan Kelly**

**Chair: Nathan Callaghan**

**Apologies:**

Previous Meeting Minutes: N.A

**Issues:**

* **Idea Received**
* **Complete Documentation**
* **E.g Design**

Matters Arising From Previous Meeting

* Idea has been received
* Starting Documentation and Design

Attendance Issues

None today

Progress Issues

Still None

ILT Issues

* + Lecturer went through several web examples of websites and how to use good css to help mould a website to be responsive

Agenda – What Needs Done

* Idea has been confirmed as Vape Shop
* Create start of Design Documentation
* Develop Database
* Begin Masterpage

Any Other Business

* Using the roles given previously sort who is doing which part of the website this week

Next Meeting

* Location
* Belfast Met - Milfield
* Time
  + [9am Tuesday]

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Course Leader) Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

At close of meeting, document to be set as read only.