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| 01/11/2018 |

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| Meeting Notes |

# Attending

Oscar Gilley

Joe Lowthian

James O’Connor

Imran Mohammed

Ethan Goodchild

Will comber

Titas Alvikas

Joe Lawrence

Edward Philips

## Announcements

* Discuss all aspects of the project plan.
* Discuss as a team what research needed to take place for the next meeting.

## Discussion

* The draft project plan was created prior to the meeting. This gave the team a rough idea of what needed to be done during the current time. As a result, the team leader had set various tasks for each key role within the team. Programmers were set to create a very basic application using android studio. Various other research tasks were also set.
* Once the draft project plan was finalized, the team discussed with each other any additional detail which could be added as sub sections to the draft project plan.

## Roundtable

Overall this meeting has allowed for the draft project plan to be finalized and checked by the module leader. Each key role within the team had a specific task to complete ready for the next team meeting.