**Meeting Agenda & Notes – Project 2:**

**Meeting 1**

**Date:** 19 February 2025  
**Attendees:** Samukelisiwe Maphumulo, Litha Owethu Mazibuko, Ntombozuko Palisa Mchophele, Ntsobokwane Collins Shibambo, Avuyile Twesha, Samkelo Humphrey Mahlangu

**Meeting Method:** Whatsapp video call  
**Supervisor:** Ms. Wessels   
**Discussion Points:**

* Reviewed Project 2 requirements and submission deadline.
* Brainstormed potential problems that can be solved using technology.
* Discussed initial solution ideas and feasibility.
* Planned next steps for research and idea validation.

**Action Items:**

* Each member to research identified problems and bring insights to the next meeting.

**Meeting 2**

**Date:** 10 March 2025  
**Attendees:** Samukelisiwe Maphumulo, Litha Owethu Mazibuko, Ntombozuko Palisa Mchophele, Ntsobokwane Collins Shibambo, Avuyile Twesha, Samkelo Humphrey Mahlangu  
**Meeting Method:** Whatsapp video call  
**Discussion Points:**

* Finalized the problem statement for the project.
* Discussed and refined initial solution ideas.
* Compiled a list of desired features for the solution.
* Designated one group member to complete and submit the project form by the deadline.

**Action Items:**

* Samukelisiwe Maphumulo to complete and submit the form before 11 March.
* Group to review the final submission to ensure completeness and accuracy.