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| **Attendees** | | | |
| **Name** | **Tag** | **Student ID** | **Attended** |
| Christopher Costelloe | CCO | K00233369 | 🗸 |
| Kevin Dunne | KDU | K00232599 | 🗸 |
| Jekaterina Pavlenko | JPA | K00224431 | 🗸 |

**Agenda:**

1. **Database sketch** start by Kevin - any progress?

Kevin did a research on Azure, but proper work will be postponed till Eugene assignment is done – till next week. For ERD we need 2 tables – 1 for initial maps & 1 for instructions

1. **Website application** start by Kate - any progress?

No, want to finish Eugene assignment as well – basically, it is a base for our project. We have prototypes to start though. Kate start to code a web page next week as well.

We need a graphic presentation image for logo/banner. Keep app simple and sweet.

We start to work on Android app after finishing the web part.

1. **Elevator pitch**

Ask Chris. Basically, 30 sec sell out of our project

1. **Final Project doc** putting together

Slowly start next week. Need to rewrite a bit some parts. Also introduction is needed.

1. **Changing roles**

Chris – scribe now

Kevin – chairman

Kate – leader

**Contents:**

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| **Item** | **Description** | **Assigned To** | **Due Date** |
| 1 | Database | KDU | 05/Nov/2019 |
| 2 | Website | JPA | 15/Nov/2019 |
| 3 | Elevator pitch | CCO | 11/Nov/2019 |
| 4 | Final Project | All | 01/Feb/2020 |
| 5 | CA team assessment - individual | All | 30/Nov/2019 |
| 6 | Meeting with Natasha Kiely & Aileen O’Mara 12.11/11:00 | All |  |
| 7 | Date / Time Next Meeting @ 12.11 10:30 | All |  |

**Any Other Business:**

* Decision as to roles within the group for meetings
  + KDU – Chairperson
  + CCO – Scribe (note taker and document of minutes)
  + JPA – attendee
* Project Meeting with Natasha Kiely & Aileen O’Mara – 12 November at 11:00