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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** start by Kevin – ERD in progress

Database design started. Tables: Company, Images, wayPoints, beforeHereToInstructions

Web server – started working on this.

1. **Website application** start by Kate – KDU has started this and posted the code to GITHUB

Started research into graphic image for logo/banner.

1. **Elevator pitch**

KDU has a basic one done and up on GITHUB – for others to review

1. **Final Project doc** putting together

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

1. **CA Assignment – working together – Group / Project Dynamics personal review**ALL – check with Jackie when this is due and what needs to be covered.  
   Review document of 1500 to 2000 words on personal perspective of how the team is working together.

**Contents:**

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| **Item** | **Description** | **Assigned To** | **Due Date** |
| 1 | Database | KDU | 05/Nov/2019 |
| 2 | Website | KDU(JPA) | 15/Nov/2019 |
| 3 | Elevator pitch | KDU(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:**

* Project Meeting with Natasha Kiely & Aileen O’Mara – 19 November at 11:00  
  Meeting with Natasha on 20th during class – meeting with Aileen next week – to be confirmed
* Date Next Meeting – 26/11/2019 @ 12:00