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

**Agenda:**

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

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

Web server – still to be examined as Database is needed for web site testing.

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

Started research into graphic image for logo/banner.

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. **CA Assignment – working together – Group / Project Dynamics personal review**Review document of 1500 to 2000 words on personal perspective of how the team is working together.

**Contents:**

|  |  |  |  |
| --- | --- | --- | --- |
| **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:**

* Project Meeting with Natasha Kiely & Aileen O’Mara – 12 November at 11:00  
  Meeting went ahead. Must use LIT Suppliers (Farnell) for our hardware needs. JPA is looking into their suppliers and what is available – initial research shows that the suppliers only supply temperature/humidity Bluetooth beacons which are not relevant to our project.
* Roles – changed as of this meeting
  + JPA – Team Leader / Project Manager
  + KDU – ChairPerson
  + CCO – Scribe
* Date Next Meeting – 19/11/2019 @ 10:00