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Agenda

**Meeting of**: Net 1 Bier, Design 2017 **Chairperson**: Randolph Bock

**Date**: 17 October 2017

Time: 9:00 Venue: NWU Campus

# Attendance.

1. **Apology**: None
2. **Absent without apology**:

# Agenda:

1. Issue with non-participating member, Anton Durandt.
2. Work Breakdown.
3. Deadlines for documentation.

# Action List Activities:

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| **Randolph Bock:**  Design Portfolio:   * 4 - Sub system specification document for unit 1 * 5 – Design Documentation for team * 5 – Design Documentation for unit 1   Elo 5 Documentation completion for unit 1 | 22 October 2017 |
| **FJ Fourie:**  Design Portfolio:   * 2 – Excel project Management documents * 4 - Sub system specification document for unit 3   Elo 5 Documentation completion for unit 3 | 22 October 2017 |
| **Anton Durandt**:  Elo 5 Documentation completion for unit 2 (At least 60%) | 20 October 2017 |
| **Anton Durandt**:  Design Portfolio:   * 4 - Sub system specification document for unit 2 | 22 October 2017 |

**Signatures:**

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| Randolph Bock |  |
| FJ Fourie |  |
| Anton Durant |  |