

Meeting Minutes

Weekly Meeting with team/supervisor

Meeting No: 09

Meeting Details

Date:	31/08/2021
Venue:	Microsoft Teams
Attendees:	Andrew Nhan Trong Tran, Shihab Sami, Matthew Amos Woolley,
Apologies:	Ryan Dineth Samarakoon

Information / Decisions

No.	Item
1	Go over work since last meeting
2	Plan for end of sprint
3	
4	
5	

Action Items

No.	Item	Who	By
1			
2			

Minutes submitted by: Andrew Nhan Trong Tran

Minutes approved by: Shihab Sami