**Meeting Minutes**

**Meeting Title:** INTRODUCTION III  
**Date:** 28 July 2025  
**Time:** 18h45 – 19h45  
**Location:** Discord Group Call  
**Meeting Type:** Virtual

**Attendees:**

* Sandile Scwebu
* Jandre
* Kyle
* Adrian
* Thabiso
* Tahir
* Rowen
* Shaylin

**Absentees:**

**Agenda Items Discussed:**

1. **[Agenda Item 1]**
   * **Presenter:** Rowen & Jandre
   * **Key Discussion Points:**
     + Login forum
     + Donations forum
   * **Action Items/Next Steps:**
     + To ask lecturer
2. **[Agenda Item 2]**
   * **Presenter:** Sandile
   * **Key Discussion Points:**
     + Process model needs to be done
   * **Action Items/Next Steps:**
     + Individual model evaluation on Wednesday
3. **[Agenda Item 3]**
   * **Presenter:** Tahir
   * **Key Discussion Points:**
     + First Semester Resources
   * **Action Items/Next Steps:**
     + We need to all join the CMPG213 site on eFundi
     + Rowen needs to share all available first semester resources. (Phase 1 & Phase 2)

**Other Discussions**

* Arrange meeting with Tutors in the fourth week (next week – 4 AUGUST)
* Rowen sent documents on Discord
* GitHub to be discussed next meeting

**Next Meeting:**

* **Date & Time:** 30 July 2025
* **Location:** Campus
* **Agenda Items:** INTRODUCTION IV

**Adjournment:**

* 19:45 2025/07/28