TeamWork

Agenda

**Date**: 16.3.23

**Time**: 11.45

**Facilitator**: Ruben Avis

# In Attendance

Apologies

# Approval of Minutes

No minutes to approve.

# Agenda items

1. Review if all assigned biscuit descriptions have been completed (3 each)
2. Review status of Github related setup for all team members
3. Assign specific roles related to HTML creation/CSS1
4. Discuss design concept suggested by Referdinand

| Action items | Owner(s) | Deadline | Status |
| --- | --- | --- | --- |

|  |  |
| --- | --- |
|  |  |
| * Write HTML code to create background and basic header for website | Referdinand | Unspecified |
| * Create 3 biscuit information logs each. | All team members. | 28.02.23 |
| * Follow Sandra’s tutorial doc to get setup on GitHub. * Acquire pictures of biscuits unavailable online  New businessNext Meeting | All team members.  Ruben | 16.02.23  16.02.23 |