# mthree Bank – Group 3 Stand-up Meeting (1)

**Date:** 07/03/2025

**Time:** 14:00 – 15:00

**Attendees:** Tom T, Scott Harvey-Whittle, JC, Tom E Maria(Intermittently as at work)

**Apologies:** Anna Durmowicz (New member on project)

**Discussion Items**

1. **Team Progress Updates**

Discuss each member's recent activities to ensure alignment and avoid last-minute issues

1. **PowerPoint Presentation Setup**

Opening and sharing a PowerPoint for discussion

1. **Digital Transformation Challenges**

Address declining retention, outdated tech, and improve diversity in the company

1. **Cloud-Based Banking Innovations**

Hybrid solutions enhance security, AI improves customer service, and enables seamless transactions

1. **Banking Technology Adoption**

Leading banks leverage AI, blockchain, and APIs for enhanced services and security

1. **Banking Accessibility Impact**

Accessibility in banking enhances customer experience through inclusion and independence

1. **Accessibility Measures in UK Banks**

UK banks implement various accessibility measures to cater to diverse customer needs

1. **Bank Accessibility Features**

Various banks offer unique accessibility features for customer satisfaction

1. **Technological Accessibility Features**

Fintech enhances accessibility through tailored app designs and supportive technologies

1. **Presentation Summary Observations**

The discussion acknowledges overlapping themes in presentations and teamwork

1. **Transforming Banking Experience**

AI technology enhances customer engagement and simplifies account opening processes

1. **Gamification in Cryptocurrency Education**

Gamifying education improves understanding and security awareness in cryptocurrency

1. **Automation in Customer Queuing**

Implementing a digital queuing system enhances efficiency and accessibility for customers

1. **Collaboration Ideas**

Consider using Canva for group presentation and collaboration

1. **Video Production Software**

Canva offers tools for video creation and collaboration on various projects

1. **Hedgehog Friendly Project**

Demonstrating video content creation for campus sustainability efforts

1. **Presentation Format Discussion**

Evaluate options for recorded versus live presentation styles based on comfort and clarity

1. **Show and Tell Overview**

Present theoretical solutions and receive stakeholder feedback during the show and tell

1. **Time Management in Presentations**

Effective presentations require concise communication and active moderation to ensure clarity

1. **Concise Video Presentation**

Videos can effectively convey information but may feel detached from live interaction

1. **Hybrid Presentation Approach**

Combine video and live elements for an engaging team presentation

1. **Video Integration Ideas**

Combine video content with presentations for a cohesive final product

1. **Collaborative Research Document**

Creating a shared document on GitHub enhances team research and project collaboration

1. **Using Markdown for Documentation**

Markdown can create and edit a dynamic working document in GitHub

1. **Final Project Presentation**

Discuss how to effectively present a new system to stakeholders

1. **Theoretical to Practical Approach**

Develop a visual program to aid understanding of M3 bank concepts

1. **Collaboration and Demos**

Focus on one or two demos after completing research and objectives

1. **Presentation Ideas Overview**

Discussing varied formats for an engaging group presentation

1. **Automation Challenges Discussion**

Exploring automation solutions for improved communication and efficiency

1. **Technological Challenges Explained**

The speaker discusses current technical issues and upcoming resolutions

1. **Workflow Automation Challenges**

Integration issues arise when using third-party automation tools with workflows

1. **Setting Up Next Meeting**

Plan the next meeting for early next week to accommodate schedules

1. **Scheduling Tuesday Meeting**

The meeting is set for Tuesday from 6:30 to 7:30 PM

1. **Collaboration and Research Planning**

Team members should progress to week two tasks as research allows

1. **Research Coordination Meeting**

Collaborate on research, assign tasks, and prepare for the presentation

1. **Meeting Wrap-Up**

Meeting minutes will be distributed via email and Slack

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Task ID | Task | Assigned | Due | Comments | Complete |
| 1 | Invites to be sent to group members for Canva | Scott | ASAP | Sent invites to all group members including Anna (New group member) | Yes |
| 2 | Continue working on research for week 1 | All | 10/03/2025 | If complete, please move on to Task 3 and 4 |  |
| 3 | Think about how you are going to present your research, Document this in the Readme on GitHub | All | 19/03/2025 | Use resources available (like Canva). |  |
| 4 | Pick a task in Week 2 and complete research | All | 12/03/2025 | Please Remember to assign yourself to that task on GitHub so that work is not doubled up. |  |
| 5 | Once Week 2 research is complete, repeat task 3 | All | 12/03/2025 |  |  |
| 6 | Assist in software development of a feature chosen by the group | All | 19/03/2025 | This is an optional task if the above tasks are complete |  |
| 7 | Communicate with group members if you are struggling | All | N/A | Please remember that we are working as part of a team. If you are struggling email us or use Slack. (Email Addresses are on GitHub) | N/A |
| 8 | Onboard new group member | Scott | 10/03/2025 | Onboard new group member to bring her up to speed and onboard onto systems that we are using. |  |

# Task Tracker