**Software Engineering G6046**

Record of a team meeting

| **Team Number** | 15 |
| --- | --- |
| **Names of team members present** | Yash, Noah, Ryan, Morgan, Eddie, Nelson |
| **Meeting format** | Online (Discord) |
| **Date and time** | 04/04/2023 12.45pm |
| **Meeting co-ordinator** | Yash |

1. **Matters to note from last meeting**

* Cycle 3 Documentation complete, risk analysis, etc

1. **Issues discussed at this meeting**

* Read Me walkthrough given by Noah
* A few bugs need to be fixed
* Being motivated

1. **Decisions agreed at this meeting**

* Implement the AI with the prototype
* Update Kanban
* Monitor Risks
* Complete testing and designs for cycle 3

4) **Meeting Duration**

* 1 hr 37 mins

5) **Risk Management**

* Check cycle 3 risks and plan document risks to monitor them

6) **Changes in the Project**

* No changes

7) **Date of next meeting**

* 11/04/2023

**END**