**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** | 11/04/2023 11.30am |
| **Meeting co-ordinator** | Nelson |

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

* Motivation
* Complete cycle 3

1. **Issues discussed at this meeting**

* Try to embed Morgan’s, Eddie’s and Ryan’s code
* Noah to finish up unit tests and system tests for cycle 3

1. **Decisions agreed at this meeting**

* Eddie to post all designs to drive so project managers can complete the document
* Close cycle 3 by getting some feedback from client on the working prototype

4) **Meeting Duration**

* 43 mins

5) **Risk Management**

* Bugs in the system - Debugging
* Deadlines - Time is running out

6) **Changes in the Project**

* No changes

7) **Date of next meeting**

* 18/04/2023

**END**