AGENDA

Shawshank

Type: Meeting 4

Date: 20/04/2020

Time: 12-12:30pm

Location: Teams

Recorded: Yes

Attendees: Steven B, Sharl I, Karl Z, Noel M, Jan J, Suhayb W

Not present: Karl Z

|  |  |  |
| --- | --- | --- |
| Time (Start:Finish) | Topic | Notes |
|  | Assignment | Decided to keep our meetings short and rather split the assignment between the group members. |
|  | Team profiles | Completed team profiles |
|  | IT professional interview | Completed interview |
|  | Industry data | Missing updated Burning Glass data |
|  | IT Technologies | Assigned a section to each person – working on it. |
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