**Meeting Date**

* W10: 16th November

**Participants**

* Dom
* Youshi
* Hazel
* Jet
* Shelby

**Agenda**

* Final meeting before prep meeting

|  |  |
| --- | --- |
| **Item** | **Notes** |
| Report Review | * Fix table of contents in Word * Fix formatting of empty spaces and pictures * DONE SUBMIT GO GO GO |
| Diaries |  |

**Action Items**

* Software functionalities: Require line about if it maps to objectives **DONE**
* Formatting: Fix title numbering, fix table of contents
* Final meeting tomorrow night 6pm
* Get rid of -hold in scripts