**Monday 30th March – Group Meeting**

* Discussion regarding the remaining tasks we still must tackle and complete.
* Discussing and agreeing upon 20% for all regarding the contribution spreadsheet.
* Project manager acknowledges Zakaria’s noticeably exceptional work in the previous sprint.

**Monday 30th March – Sponsor Meeting**

* Usual discussion regarding everyone’s individual tasks from the previous week, upcoming week and any barriers that would prevent us from completing our assigned work.
* Advice to use this sprint to focus on finishing up any and all documents for Nuvven so that the handover session is quick and effortless.
* Further advice regarding the critical evaluation; we accomplished such success within our project due to the specific method in which we worked. Every person had a role and knew exactly what they were doing, the success of this is evident from the fully completed deliverable project.