Practical Project - Iteration 2

Group Meeting Report

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| Date: 18/3/2025  Notice of Meeting and Agenda |

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| Sponsor: | Noor Alani | Name of Group: | Vegeta |
| Group Lead: | Cameron | Note taker: | Cameron |
| **Attendees:** | Cameron, Naish, Terrence | | |
| **Absent:** | N/A | | |
| **Please bring:** | Laptop | | |
| **Agenda items:** | 1. Discuss and build Gantt Chart 2. Building Resource Needs Chart 3. Discuss GitHub | | |

# Minutes

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| Agenda Item 1: | Discuss and build Gantt Chart | Presenter: | Naish |

#### Discussion:

In this meeting, we will discuss what will be included in a Gant Chart for iteration two. It shall include:

* Timelines/Dates
* Milestones
* Goals

#### Conclusions:

Gant chart variables discussed, and work assigned evenly between group members.

| Action items | Person responsible | Deadline |
| --- | --- | --- |
| * Work on chart | Cameron | Week 9 |
| * Work on chart | Naish | Week 9 |
| * Work on chart / upload to git hub | Terrence | Week 9 |

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| Agenda Item 2: | Building Resource Needs Chart | Presenter: | Cameron |

#### Discussion:

#### Discuss what the business will need to fulfill project goals/requirements.

#### Conclusions:

We have decided upon what we need to create a website, this includes items such as laptops and furniture, as well as various other requirements such as office space and coffee machines.

| Action items | Person responsible | Deadline |
| --- | --- | --- |
| * Create/work on chart | Cameron | Week 9 |
| * Work on chart | Naish | Week 9 |
| * Work on chart | Terrence | Week 9 |

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| Agenda Item 3: | Discuss Github | Presenter: | Terrence |

#### Discussion:

Discuss the creation of a Github repository to upload our code/work to.

#### Conclusions:

It is decided that Terrence will create the Github repository.

| Action items | Person responsible | Deadline |
| --- | --- | --- |
| * Create Github repository | Terrence | Week 9 |
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# Other Information

#### Resources:

#### Date of next meeting: