**Meeting Minutes (13/12/16) 12PM-2PM**

**Attendees**

Henry Crofts

Heather Bishop

**Absentees**

Nathaniel Berger (Unexplained abscene).

Alex Rosca (Explained absence).

**Agenda**

**Work Review From Previous Week**

All tasks completed. Working prototype finished.

**Review Backlog**

The only items left to be delivered are the final presentation, and two pieces of remaining art work (the member of the team assigned has given an estimated completion time).

**Agreed Meeting Outcomes**

Went through and iterated presentation with team members, went through each slide to check our understanding of it. Practised the running order ready for the presentation tomorrow.