**TEAM Group 2**

**DATE OF MEETING 31/01/18**

**TIME OF MEETING 11:00 am – 14:00pm**

**ATTENDEES Kyle bodin, James Macleanan, Willoughby Axtell, Daniel Beales**

**What can be done to improve the current week:-**

**Overall Aim of the weeks sprint:-**

**Tasks for the current week:-**

You need to make absolutely clear that participants understand the scope of the tasks they are being asked to complete and that they have estimated how long they will take to finish. No more than 6 hours p/w per person. **Remember tasks should be short, specific – not 6 hours! Broken down into logical segments and time limited**

Person 1 tasks / hours :-

Person 2 tasks / hours :-

Person 3 tasks / hours :-

Person 4 tasks / hours :-

(These tasks to be uploaded and tracked on JIRA)

Timeslot agreed for you studio lab work. Minimum 3 hours in labs together as a team.

Any other business.