Actions

- Everyone attended and introduced each other, with the exception of Ashley who was not in the group at this stage.
- Delegated roles to one another.
- Decided on having to sort out an IT Professional for the next meeting to interview.

Project plan was discussed as follows:

CATEGORIES FOR THE ASSESSMENT

Team Profile

Contributions/Roles
- Adam - Personal info and check Team profile – collate/ interpret results
- Alex - Personal info
- Jessica - Personal info
- Karsten - Personal info
- Paul - Personal info
- Ashley – Personal info

Tools

Contributions/Roles
- Ashley – Fill out and write up
- Alex – Fill out MS Teams Doc and info

Ideal Jobs

Contributions/Roles
- Adam - Compare job roles and draw comparison and contrasts

Industry Data

Contributions/Roles
- Adam - Compare skills across jobs, get rankings and write paragraph drawing conclusions

IT Work

Contributions/Roles
- Adam – Attend and ask questions
- Alex - Attend and ask questions, and recording meeting
- Karsten - Organise IT Professional, attend and ask questions, and write up results of interview with quotes
- Jessica - Attend and ask questions
- Paul - Attend and ask questions
- Ashley - Attend and ask questions

IT Technologies

Contributions/Roles

- Adam – Autonomous vehicles
- Alex – Cybersecurity
- Jessica - Clouds, services, servers
- Paul - Blockchain & Cryptocurrencies

Project Ideas

Contributions/Roles

- Adam - Testing and implementation
- Alex - Market research and analytics
- Jessica - Strengths and limitations
- Karsten - Software and technology
- Paul - Budgeting and materials
- Ashley – Improvements and market appeal

Group Reflection

Contributions/Roles

- Adam – Add personal reflection, write up group reflection as a whole
- Alex - Add personal reflection
- Jessica - Add personal reflection
- Karsten - Add personal reflection
- Paul - Add personal reflection
- Ashley - Add personal reflection

Presentation

Contributions/Roles

- Adam – Proofread and assist in editing master document
- Alex – Editing master document and organising MS Teams related information
- Jessica – Assist in Website Design
- Karsten – Main contributor to Website Design
- Paul – Final checks
- Ashley – Final checks