

WILDCATS A3 MEETING 29TH SEP

AGENDA

- Completed tasks review
- Team management discussion (setup of MS teams, delegation of all immediate tasks)
- Status update on what has been completed
 - Team profile effectively completed
 - Template completed
 - What else has been completed?

MINUTES

- Tools and Tech
 - Document uploaded by Xaver on Project Ideas -> File
 - Further research into these and how we're able to implement these into our platform
 - Figma
 - Everyone to sign up and play around with it prior to the next meeting
 - MongoDB
 - Ability to scale horizontally
- Scope/Timeline
 - What's reasonable within time frame we have
 - 6 Month future forecast on what we'll need
- Skills and Jobs
 - *Daniel, Braydan, Carisse, Glenn*
 - Front End UI/UX Developer
 - Web Application Developer
 - Database Management (Glenn)
 - Graphic Designer
- Roles
 - Project Lead – Aim, Scope and limitations, timeframe, risk
 - Harmony + Xavier
 - Operational lead: Group processes and communication, Plans and Progresses, Timeframe, Risks
 - Front End: Tools and Technologies, Testing, Timeframe, Risks

ACTIONS

- Skills and jobs to be close to finished
 - Handled by Braydan, Carisse, Dan, Glenn
- Project to be fleshed out by Harmony and Xavier
 - Details on sections to be completed and then delegated