

Group 15 Weekly Meeting 25/11/15

Author: jap30

Attendees: James Peagram - jap30, Lewis Rossiter - ler14, Freddie Simmons - frs13, Sam Hyde - sah54, Simon Scott - sis22, Jack Reed - jar52, Darren White - daw48

Location: Hugh Owen Library Circulation: cs-group-15, project manger

New Business:

1. Sam needs to improve his Microsoft Word skills.
ACTION: sah54
2. Freddie - Visual Paradigm file still has “evaluation copy” watermarks all over it and multiple other errors, needs to be fixed.
ACTION: frs13
3. Logo is complete, banner will be improved.
ACTION: sis22

AOB:

1. Freddie was 1.5 Hours late.