Team minutes

**Team minutes**

Team activity

Team 10

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Team minutes.

**Meeting 1**

Location: Lab (D1.01)

Date: 22/02/2024

Time: 3:35PM

Attendees: (Mohammed Adil, Hassan Ahmed, Ismail Ahmed, Muzzamil Ahmed

Bilaal AMER Husnain Boston, Ibrahim Siddique

Activity: First time meeting each other.

Introduction each team member getting close to each other and getting to know each other better, we spoke about our strengths and weaknesses in the course. This is so we know each other’s experiences with coding so we can plan accurately.

In the next task we will be discussing what questions to ask our client as we will be having an online meeting with our client.

**Meeting 2**

Location: Teams (online)

Date: 23/02/2024

Time: 11:00 AM

Attendees: (Mohammed Adil, Hassan Ahmed, Ismail Ahmed, Muzzamil Ahmed

Bilaal AMER Husnain Boston, Ibrahim Siddique

Activity:

Activity: In this meeting we gathered as much evidence and information about our client and his needs. And we came to some sort of agreement.

In the next meeting. I will assign my team members tasks to do.

**Meeting 3**

Location: Teams (online)

Date: 1/03/2024

Time: 3:35PM

Attendees: (Mohammed Adil, Hassan Ahmed, Muzzammil Ahmed, Bilal AMER Husnain Boston, Ibrahim Siddique

Absence- Ismail Ahmed send his apologises as he was out of town.

Activity-

In this meeting I have decided what each of the members in the group are doing:

Ismail Ahmed – Team meetings and part of the requirements document

Muzzammil Ahmed – Code also contributing with Requirements document.

Husnain Bostan – Code contributing with Requirements document.

Hassan Ahmed – Requirements document

Mohammed Adil – Code contributing with requirements document.

Bilal AMER - Requirements document

Ibrahim Siddique – Requirements document