

Gantt chart Link:

<https://onedrive.live.com/view.aspx?resid=72179D55149E7270!15839&ithint=file%2cxlsx&authkey=!AHedsVkJh8f-Sp0>

Gantt chart screen shots below.

Roles	Name
Secretary Website layout	Ana
Chair	Robin
Roaster Manager Artworks + animation	Roshini
Deputy Secretary	Michelle
Deputy Secretary	Amina
Deputy Chair	Difla
Deputy Chair	Meenakshi
Deputy Roster Manager	Alina
Research + write text	EVERYONE

Group Poster Project 15

MEETING MINUTES

Meeting/Project Name:	Group Poster Project 15		
Date of Meeting:	14/02/2023	Time:	3:00 PM (begin) 4:00 PM (ended)
Minutes Prepared By:	Ana Marr	Location:	Allan Gilbert Building

1. Meeting Objective

- Decide what category of people we want to target for the project
- Organise Next Steps

2. Attendance at Meeting

Name	Student ID
Ana Marr (Secretary) - present	1385808
Michelle Cheung (Deputy Secretary) - present	1179806
Amina Khalif (Deputy Secretary) - present	
Roshini Sam (Roster Manager) - Present	1406566

3. Agenda and Notes, Decisions, Issues

Topic
Neurodiversity: 4 group members are interested in doing the project on neurodiversity.
Amina organised a document with a summary of the project's rubric so we can all be aware of what the expectations are to achieve an excellent score.
Roshini researched and is at the moment setting up the group's GANTT chart.
A lot of misconception about what neurodiversity is; Michelle has an interest in neuroscience; options of interest: OCD, Multiple Sclerosis Disorder, Autism, ADHA.
The time the group members took to watch the videos and prepare for this meeting was considered as part of the total effort in the project.
Options discussed within the group (about step 7): Multiple Sclerosis - will check with Jo about that possibility. SILOs: 1 Autism - SILOs: 5 Prader-Willi Syndrome: SILOs: 1

Group Poster Project 15

4. Action Items

Action	Due Date
Talk to absent group members and decide on the people we are going to target for the project and the SILO	16/02/2023
Organise step 8 - each group member to come up with your own narrative	21/02/2023

5. Next Meeting

Date:	21/02/2023	Time:	3 PM	Location:	Allan Gilbert Building
Objective:	<ul style="list-style-type: none">• Define the narrative• Brainstorm the structure of the poster against Rubric• Delegate tasks to each group member				

Group Poster Project 15

MEETING MINUTES

Meeting/Project Name:	Group Poster Project 15		
Date of Meeting:	21/02/2023	Time:	3:15 PM
Minutes Prepared By:	Ana Marr	Location:	Allan Gilbert Building

1. Meeting Objective

- Narrative
- Structure of the Project
- Task Delegation

2. Attendance at Meeting

Name

Ana Marr

Michelle Cheung

DIFLA KARAKKADAN

Robin Kaur

Amina Khalif

Roshini Sam

Meenakshi Deswal

3. Agenda and Notes, Decisions, Issues

Topic

STEP 5:

Condition: Multiple Sclerosis

SILO: 1

Group Poster Project 15

STEP 7 - population + SILO

STEP 8 - brief narrative

- Persons age
- Previous Occupation
- How long did the person take to find out
- Differential diagnosis
- Role of RNs and nursing problems associated with it - social isolation; what is the patient's default; referrals;

Narrative:

28 years old Sage, female. She has been working in retail for 5 years. Six months ago, Sage started feeling tired and weak, she has been finding it difficult to lift lightweight things, even though she is reasonably fit and exercises regularly. She also has been experiencing blurred vision, long lasting back pain, and leg spasms.

Initially, Sage thought she was taking too many extra shifts at work or just normal exhaustion. She started taking painkillers, such as Neurofen and Panadol quite regularly. Sage also noticed her memory starting failing her a few times during the week, and she decides to visit a GP to investigate possible causes. The GP asks some blood tests and they return low ferritin levels. The GP prescribes iron supplementation and recommends that she rests.

Sage spends a month feeling quite normal and thinks that the iron supplementation might be working. However, after a month, Sage's symptoms started impairing her normal activities. Her sight becomes worse and she starts experiencing a lack of coordination to hold and move things, as well as tremors.

Sage continues working but one day she faints during her shift and is sent to the nearest hospital.

Upon recovering her consciousness, Sage explains her recent symptoms to the doctor. The medical team goes on with her neurological assessment (MORE INFO HERE). After blood tests and a brain scan, Sage receives her diagnoses. Sage has Multiple Sclerosis.

STEP 9 -

Focus on philosophical, theoretical, practical and regulatory frameworks in MS instead of focusing too much on the disease.

Philosophical - Robin and Dial

Theoretical - Ana and Meenakshi

Practical - Michelle and Amina

Regulatory Framework - Roshini and Ana

*Digital poster How: interactive poster using keynote/powerpoint

*Finished Product: interactive poster with videos, audios and writing

*Review literature:

*Design:

*Writ the text:

*Proofreading:

*Double-check references:

4. Action Items

Action

Group Poster Project 15

Research Symptoms of MS;
Share information about MS;
Construct the Narrative.

5. Next Meeting

Date:	28/02/2023	Time:	3:15 PM	Location:	Allan Gilbert Building
Objective:	<ul style="list-style-type: none">•Gather information•Discuss•Structure the Poster - delegate tasks				

Group Poster Project 15

MEETING MINUTES

Meeting/Project Name:	Group Poster Project 15		
Date of Meeting:	28/02/2023	Time:	3:15 PM
Minutes Prepared By:	Ana Marr	Location:	Allan Gilbert Building

1. Meeting Objective
<ul style="list-style-type: none">• Gather information• Discuss• Structure the Poster - delegate tasks
2. Attendance at Meeting
Name
Ana Marr
Michelle Cheung
DIFLA KARAKKADAN
Robin Kaur
Roshini Sam
Meenakshi Deswal
3. Agenda and Notes, Decisions, Issues
Topic
Rubric check The poster will be divided into: Introduction Narrative Recommendations Conclusion References
Task division -Introduction: Ana to organise what each group member produced and write an introduction according to the rubric -Group member to keep track of their progress and references -Research and decided on which technology to use -Roshini to work on the animation for the narrative
Poster design - technology used

Group Poster Project 15

4. Action Items

Action

Divided the tasks according to the rubric

Recommendations to be formulated as a group

5. Next Meeting

Date:	07/02/2023	Time:	3:15 PM	Location:	Online
Objective:	Organise Recommendations Decide which technology to use for poster Literature Review				

Group Poster Project 15

MEETING MINUTES

Meeting/Project Name:	Group Poster Project 15		
Date of Meeting:	21/03/2023	Time:	3:30 PM
Minutes Prepared By:	Ana Marr	Location:	Online via Zoom

1. Meeting Objective

- Gather information
- Discuss
- Clarify a few concepts about the project
- Poster design and organisation

2. Attendance at Meeting

Name

Ana Marr

Difla Karakkadan

Robin Kaur

Roshini Sam

Meenakshi Deswal

Alina Pokhrel

3. Agenda and Notes, Decisions, Issues

Topic

Check everyone's work and clarify questions
Add questions to the narrative

4. Action Items

Action

Add Questions to the Narrative

Organise google sheets for: Literature review - group to answer questions from the narrative based on the frameworks; Recommendations; References

Google sheets are shared and will be done collaboratively.

5. Next Meeting

Group Poster Project 15

Date:	April 4	Time:	3:15	Location:	Online
Objective:	Check Literature Review - questions answered and recommendations done Start design and finish conclusion				

Group Poster Project 15

MEETING MINUTES

Meeting/Project Name:	Group Poster Project 15		
Date of Meeting:	11/04/2023	Time:	3:15 PM
Minutes Prepared By:	Ana Marr	Location:	Online via Zoom

1. Meeting Objective

- Discuss final steps
- Organise design

2. Attendance at Meeting

Name

Ana Marr

Difla Karakkadan

Michelle Cheung

Roshini Sam

Meenakshi Deswal

Alina Pokhrel

3. Agenda and Notes, Decisions, Issues

Topic

Check work progress
Organise final tasks

4. Action Items

Action

Turn third question in the narrative into a recommendation

Organise the tables and figures design
Difla to write a quick intro to the education question
Roshini to finish illustration and regulatory part
Alina to write conclusion
Someone to organise references - need someone for this part
Ana to organise the design of the tables, add into the website, write recommendations, link content to the literature review

5. Next Meeting

Group Poster Project 15

Date:	April 18	Time:	3:15	Location:	Online
Objective:	Final meeting				