MEETING NOTES 25/09/2023

The meeting was held in University of Canberra building 6 with Muhammad Abualsheikh. All group members Azan, Sajid, Marshall and Harris joined the meeting. Meeting started at 10 05am on 26 -09-2023 however Marshall joined at 10:07am.

Meeting started by sponsor reminding team members that report is different in assignment but deliverable are different that are required by the sponsor. Sponsor then asked to show 3 components that are PM, Literature Review and Marketing Research. Sponsor asked about the marketing research, to which Azan asked if it required to be online with QR code or hard copy. Sponsor told us we are free to use any method required. Group members asked if they are on the right track to which he replied that are right now the worst performing group and group is off track.

Sponsor asked what everyone did last two weeks to which group member replied with their work, but sponsor wasn’t impressed with the work. Sponsor asked everyone to work on the specific part.

Each member of group was asked to work on the specific part instead of everyone working on the same part. After discussion, project was divided like that:

Project Management: Harris

Marketing Research: Azan

Literature Review: Sajid and Marshall

With at least 15 research papers to summarize with appropriate template. As we are getting closer week 9, group need to catch up. Pilot study was also recommended by and questionnaire with at least 10 responses. Github was also recommended to adapt. Meeting officially ended by 10:29 am.