**COMP3850 / COMP3851A / COMP3851B**

**CompSci and InfoTech Work Integrated Learning**

**Meeting Minutes Date / Time:** 28/03/2021 - 08:00

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| **MEETING NOTES**   * Ben laid out the requirements of the task – what is required to complete the labour apps. * Sam filled the requirements into a Trello board to be fleshed out later. | **AGENDA (and priority)**   1. Labour project specifications (1) 2. Restraints and deadlines (1) 3. Discuss back-end layout (2) | **Attendees (and time of arrival)**   * Sam Dolbel (08:00) * Ben Jones (08:00) |
| **ACTION ITEMS (Owner and deadline)**   * Build list of individual tasks for all applications (Sam, 02/04) * Begin work on *Timesheet* application (Sam, 02/04) | |
| **PARKING LOT**   * Decide the venue for the next meeting |