**COMPUTING HONOURS PROJECT (COMP10034)**

**MANAGEMENT MEETING MINUTES AND PLAN**

**Student:** William Taylor **Supervisor:** Paul Keir

**Meeting Number:** 6 **Date/Time:** 9:00 28/11/2016

**MINUTES**

The following tasks and issues were discussed and specific actions agreed:

1. Interim report points were well raised and suggestions for expansion were mentioned
2. The presentation should be visual and follow the structure of the interim report
3. Make sure to use demonstrations during the presentation for maximum effect

**PLAN**

The following tasks and timelines have been agreed both for the next month and beyond:

* Will start of the presentation
* Wait for Paul’s feedback before working on major parts of the final honours report
* Will double check the demos are golden.
* Will make sure to be vocal and energetic during the demonstration.