

# Meeting minutes

Project title: Tube Twin (passenger count forecasting/general tube analysis).

## Meeting information

Date	08-09-2022
Meeting purpose	Daily Scrum
Location	<a href="#">Link</a>

## Participants

Emmanuel David
Kelvin Mwaniki
Hakim Balogun

## AGENDA TOPICS

Agenda topic1: The week's achievements. | Presenter: All members.

### Discussions

The team had a look at what has been achieved so far for the week. Deliverables that haven't been achieved yet are to be done before the week runs out.

Action items	Person responsible	Deadline
Continue with efforts on finding a way to plot the required graphs.	Hakim	09-09-2022
Research further on ways to analyze the data.	All members	09-09-2022
Update the project workbook and push it to GitHub.	Hakim	09-09-2022

Agenda topic2: Upcoming debrief meeting. | Presenter: Emmanuel, All members.

### Discussions

All team members should try to attend tomorrows debrief with Elizabeth. We should all come prepared with questions if we have any.

Action items	Person responsible	Deadline
Be present and punctual at the meeting with Elizabeth.	All members	09-09-2022