

# Meeting Minutes

## Weekly Meeting with team/Supervisor

Meeting No: 3

### Meeting Details

Date:	14/08/2022
Venue:	Discord - Voice Call
Attendees:	Bryan Hong Darrick Edbert Laidin Mohamed Ali Mohamed W Nimesh C De Silva Hirday Bajaj
Apologies:	

### Information / Decisions

No.	Item
1.1	Completed Product Backlog on Jira
1.2	Completed Wireframe
1.3	Completed Peer Review
1.4	Completed All Documents and ready for submission

### Action Items

No.	Item	Who	By
2.1	Set up Microsoft Teams - So that we can upload 2 min videos of self there.	Bryan	14/08/2022
2.2	Submit Milestone 1 to Canvas	Darrick	15/08/2022
2.3	Catch up 30mins for confirmation of submission - next meeting Monday 15/08/2022 at 9:00PM	All	15/08/2022