**Agenda**

* Create challenge statement
  + A statement that describes the problem we want to solve
  + An application that finds and tracks well-fitting internship and graduate opportunities for students by end Nov
  + Create an application to track when job opportunities for students open
  + Help students find and apply for the jobs that they are interested in
  + Make applying for graduate positions and internships easy
  + Increase the number of relevant applicants for graduate and internship jobs
  + Help companies filter in the correct applicants
* Decision principles
  + Minimal effort, maximum output
  + Customer obsessed
* Determine what information we need to validate our challenge statement
  + Do students know what job they want?
  + Do students know where to find internship and graduate opportunities?
  + Do students know what companies offer their desired role?
  + Do students have the right skillset?
  + Do students forget to apply for internships/graduate roles?
  + Do students even want to apply for jobs?
  + What would make the internship/graduate application process easier for you?
  + What do you use to find internships/graduate positions?
* Determine approaches to validate challenge statement
  + Survey
    - Facebook groups
      * UNSW, UTS, USYD Discussion Group
      * Faculty groups
  + Talk to friends about their internship/grad application process
  + Analyse our competitors
    - Send emails to competitors
  + ‘Fake Door’ - only when we know what features we want
  + Interviews - maybe later
* Brainstorm future tasks
  + Tell juan to get his shit together - 1/09/19
  + Create a survey using brainstormed questions - 2/09/19
  + Approve survey - 3/09/19
  + Analyse our competitors - 8/09/19
  + Share the survey into FB groups - 9/09/19
  + Create project map - 15/09/19
    - Scamper
  + Brainstorm features after we have survey data - 15/09/19
  + Decide our industry focus - 15/09/19
  + Create business model - 15/09/19
  + Compile list of accelerator programs & grants on excel - ongoing task
    - Grant's & Incubator Program Applications
  + Catch-up with Katzy - 20/09/19
  + Catch-up with Glenn Dickins - 27/09/19
  + Learn UX - 21/09/19
  + Learn react and django and aws - 21/09/19
  + Create wireframes - (16 - 21)/09/19
  + Choose desired wireframes - 22/09/19
  + Create prototype - (23/09/19 - 1/11/19)
  + Usability-testing - (4/11/19 - 11/11/19)
* Create a timeline from tasks
* Create long-term goals
  + Apply for accelerator programs/grants
* Short term budget
  + How much money we need to start?
    - Marketing Costs
    - Tech Costs
      * Only a few dollars a month for domain name and hosting on AWS
* Decide future meetings i.e. frequency and when and where
  + Sunday 2pm
* Brainstorm names for our startup
  + Mydreamjob
  + Jobby
  + sam.jobs
  + Jeebs.com
  + Jina.com
  + seebs

Issue

* Finding when relevant graduate/internship jobs open
* Writing them down
* Keeping track of them
* Completing them on time