

PROJECT NAME
Meeting Minutes
Meeting No: <4 >

MEETING DETAILS

DATE:	30 October 2015
VENUE:	Skype
ATTENDEES:	Dr Santha Sumanasekara, Alistair Goulding, Duane McMahon, Jennifer Dousset, Bret Thomas, Michael Baggott
APOLOGIES:	Harrison Slater
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INFORMATION / DECISIONS

No	ITEM
1	Enable warning when overwriting an existing student plan
2	Fix major bugs on the Modify page and Edit page
3	Continue work towards uploading of plan via Google Drive
4	Continue refinement of algorithm
5	Allow user to go back to previous stages of the plan

ACTION ITEMS

No.	ITEM	Who	By
1.1	Enable plan overwrite warning	Michael	6/11/15
1.2	Fix Major bugs on the Modify and Edit pages	Michael, Jennifer	6/11/15
1.3	Continue work on Google Drive upload feature	Duane	6/11/15
1.4	Continue refinement of algorithm	Bret, Alistair	6/11/15
1.5	Allow user to go back to previous stages of plan	Jennifer	6/11/15