10 June 2017

Time:
10 am

Duration:
5 hours

Present:
- Anna Borysova
- Shaheel Kooverjee
- Erin Versfeld

Excused:

None. This was a data gathering pilot therefore **J** and **D** were not expected to attend.

Summary
- Team members finalised their individual data gathering programs
- Initial work began on the bash script which will be used to synchronise the launching of the individual data gathering programs
- The team must still work on their proposal presentation
- Delegation of sections of the presentation are as follows:
  - **A**:
    - Related work
    - Anticipated outcomes and deliverables
    - Ethical, professional and legal issues
  - **S:**
    - Procedures and methods
  - **E:**
    - Problem description
    - Problem statement
    - Project plan

Next meeting:
11 June, 10 am

Points of Action for next meeting:
- **E** will finalise the design of the initial draft presentation
- All members will work on their individual sections