www Authoring Group 3 Meeting Minutes

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| Minutes Taken By: | Lubo Tsenkov |
| Date: | 18/11/2019 |
| Time: | 14:00 – 15:30 |
| Meeting Location: | Queen Mother Building |
| Present: | Euan, Jamie, Lubo, Ruth, Sam |
| Absent: |  |

Action Minutes

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| Topic | Discussion | Action | Action By |
| Feedback |  | Getting feedback from the shop | Euan |
| Update | Who made what so far | Showing the progress so far | All present |
| Improvements | What questions to include in the quiz | Researching information online | Sam |

Next Meeting

Monday – 25.11.19 – in the QMB (some changes may occur until then)