

# Meeting Minutes – Tenth Meeting

3rd of December 2015

**MEETING START TIME:** 11.10am

## **MEETING PARTICIPANTS:**

Daniel Blackwell

Jędrzej Stęczyński

Farbas Miah

## **UNABLE TO ATTEND:**

N/A

## **Overview:**

In this meeting we prepared for the submission of the website and video by going over everything that was not yet completed. Tasks were allocated with plans to carry out a HCI analysis, write ups on the research undertaken and also on testing plans for our application. It was decided a script would be written for the team video.

## **TOPICS OF DISCUSSION**

1. Overview of team website
  - Seeking missing information not yet on the website
  - Allocation of tasks
  - Planning of video

## **FURTHER ACTIONS**

HCI analysis carried out.

Decisions made based on the results of the research carried out.

Script written for team video.

**MEETING END TIME:** 12.40pm