Team Eagle – Monday 28th December 2020

Attendees: Sarah B, Hannah (Chair), Fatima, Nathan

Apologies: Sarah C

|  |  |  |
| --- | --- | --- |
| **Item** | **Summary** | **Actions** |
| Ongoing meetings | **Decide on the days and time for ongoing meetings.** |  |
| Tasks Allocation | **Team Profile: Fatima**  **Ideal Jobs**: Nathan  **Tools:** Farrah  **Industry Data:** Sarah B  **IT Work:** Farrah  **IT Technologies**:  It Technologies 1 –Cloud Computing: Farrah  It Technologies 2 –Chatbot: Hannah  It Technologies 3 –Machine Learning: Sarah B  It Technologies 4 –Cyber Security: Fatima  **Project Ideas:** Hannah  **Style/Continuity**: All | All to complete draft by 11/01/2021 |
| Any other business | Personal Tests | All to do the Big 5 test |
| Next meeting | Sunday January 3rd at 5pm |  |