**Team Software Project**

*Meeting held on 20th of February 2023.*

# Welcome

*In attendance:*

1. *Nicholas Packham*

*(In charge of week 3 notes)*

1. *Hayley Moodley*
2. *Ajwaad Momin*

*Absentees:*

* None

*Notes from the previous meeting:*

* *Everyone completed previous weeks tasks*
* *Members have uploaded mock designs to GitHub repository.*

*Mode of meeting:*

* *WhatsApp chat*

*This week’s agenda was created by:*

* *Nicholas Packham*

*Discussion of agreed points from the agenda:*

***Notes***

*Decision was made not to have a call this week. Brief discussion and agreement on using a ‘shell’ design as a template for all application screens. We are all going to create a mock ‘shell’ design and then during the meeting next week, decide which ‘shell’ design to use for our final application.*

***Tasks appointed to each member:***

1. *Nicholas Packham:*
   * *Complete interim report*
   * *Create mock ‘shell’ application design*
   * *Any other Individual tasks*
   * *Writing notes for/from the meeting (What was discussed and agreed upon)*
2. *Hayley Moodley:*
   * *Complete interim report*
   * *Create mock ‘shell’ application design*
   * *Any other Individual tasks*
3. *Ajwaad Momin:*
   * *Complete interim report*
   * *Create mock ‘shell’ application design*
   * *Any other Individual tasks*

***The person in charge of documentation of each meeting will change weekly.***

Meeting ended