

Week 2- 31/08/2025 (Sunday)

Chair: Murthy Kanuri

Attendees:

- Murthy Kanuri
- Finlay Kirwan
- Jaco Espag
- Vatchapol

Notetaker: Murthy Kanuri

Status on Previous Actions

Who	Action	Status
Murthy	<ul style="list-style-type: none">• Send minutes of meeting	<ul style="list-style-type: none">• Done
Murthy Finlay Jaco Vatchapol	<ul style="list-style-type: none">• Team to gather all the required information and focus on the report in the 1st week of September	<ul style="list-style-type: none">• Done
Finn	<ul style="list-style-type: none">• Presented the developed solution to the team	<ul style="list-style-type: none">• Done

Actions Taken in Meeting

Who	Action
Murthy	<ul style="list-style-type: none">• Schedule the next meeting & share minutes of meeting
Murthy Finlay Jaco Vatchapol	<ul style="list-style-type: none">• Team to focus on report preparation for upcoming week<ul style="list-style-type: none">○ https://docs.google.com/document/d/1jlyZFWWI6QRZ2eJ02ZqBqr7Qu6a5vGmi/edit?usp=sharing&oid=116291788979662134698&rtpof=true&sd=true•

	<ul style="list-style-type: none"> • Team agreed for the following sections in the report to be prepared in the upcoming week <ul style="list-style-type: none"> ○ Introduction (Almost ready and will be revised) ○ System Requirements (Jaco) ○ Design Decisions (Finn) ○ Methodology (Finn) ○ Graphical Designs (Murthy) ○ Critical Evaluation (Strengths and Weaknesses) (Vatchapol) ○ References & Appendix (to be updated at the final stages of the report)
--	---

Actions Next Steps

Who	Action
Murthy	<ul style="list-style-type: none"> • Schedule the next meeting & share minutes of meeting
Murthy Finlay Jaco Vatchapol	<ul style="list-style-type: none"> • Team to prepare the report and review on 3rd September and 5th September.

Development Team Project - Team ESummary List Board Calendar **Timeline** Pages Forms +

Q Search timeline



Epic ▾

Status category ▾

