

UoEo IRM Group 1
MEETING 2

AGENDA

Date of meeting: Tuesday 22 March 2022

Venue: Zoom

<https://us02web.zoom.us/j/83651233900>

Meeting ID: 836 5123 3900

Time: 1pm UK / 9pm HK / 5pm Dubai

Members: Jonathan, Ying, Nitin

Required:

Items:

1. Review of last meetings minutes
2. Status Report Document Unit 3
- 3.
- 4.
- 5.

MINUTES 2

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Meeting ID: 836 5123 3900

Time: 1pm UK / 9pm HK / 5pm Dubai

Members: Jonathan, Nitin

Apologies:

Minutes by: Jonathan

Required:

Item:	Time:	Details:	Who:	Action:	When:
1. Review of last meeting minutes		All passed	ALL	Passed	
2. Status Report Document Unit 3		<p>Choose solution Assumption</p> <p>https://www.my-course.co.uk/mod/assign/view.php?id=612892</p> <p>What will your final report include (assumptions and requirements) How will you deliver it (charts/frameworks/data/references)</p>	ALL	<p>Each team member will take a bullet point to complete.</p> <p>Part 1:</p> <ol style="list-style-type: none">1. Ying2. Jonathan3. Nitin <p>Everyone can use Signal chat to keep updated and if support if needed.</p> <p>A team member to submit on Monday 28th March after all happy.</p>	<p>To meet on Thu 24th to see how things are going.</p> <p>Final checks on Sun 27th.</p>

		<p>When will you do the work (plan and milestones)</p> <p>Part 1: A Status Report Document</p> <p>For this first assessment, your team is expected to propose an overview of your assumptions and scope of requirements for the organisation in the form of a status report. Note that the associated grading criteria are highlighted in the requirements below, to be reviewed alongside the criteria grid (Module Resources).</p> <p>1. Your project status report should detail your assumptions around the Company's financial status and stability, risk appetite, IT capabilities, and company structure based on research of similar companies. This should come from a literature review of existing organisations of a similar size using similar technologies (such as using excel spreadsheets for resource planning and management, being a small manufacturing company, and similar criteria). (Knowledge and Understanding weighted at 25%)</p> <p>2. Based on your research, what business risks would you identify that the company may need to overcome. (Criticality weighted at 25%)</p> <p>3. Enumerate the technical and business risks and assumptions you have made for all three solutions. (Application of Knowledge and Understanding weighted at 25%)</p>			
3.					
4. A.O.B.		<p>Next meeting Thursday 24th March 2022 (same time)</p> <p>Final checking meeting Sunday 27th March 2022</p>		Potentially schedule in a meeting between if necessary	