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| Group 4 Meeting 3 Notes |

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| 22/02/2021 | 14:00 | MS Teams |

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| Chair | Killian McShane |
| Secretary | Killian McShane |
| Attendees | Killian McShane, James Harris, Matthew Blatherwick, James Murphy, William Payne |
| Apologies | Feize Shi |

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| Item 1: Requirements Analysis Completion |

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| Discussion | Reviewed the individual task submissions. Compiled and condensed document into a 5-page PDF document. |
| Conclusions | Document to be submitted. |

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| To-do: | | Deadline: |
| Discuss design planning. | | 25/02/2021 |
| Other business: | | | |
| Date of next meeting | Thursday 25th February @ 11:00 | | |