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| Group 4 Meeting 9 Notes |

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| 15/03/2021 | 11:00 | MS Teams |

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

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| Item 1: Design slides |

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| Discussion | Design document was released successfully and on time, William made a quick slide show containing the diagrams within the document to have a point of reference for our moderator.  Briefly went through the document and decided it was easiest if each member presented on their respective parts of the document. |

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| To-do | Person Responsible | Deadline |
| Prepare for meeting with moderator. | All | 16/03/2021 |

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| Item 2: Actions required after the meeting |

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| Discussion | We quickly discussed how we were to go about producing our software, how long this would take us and who would do what. |
| Conclusions | Over easter we will each make sure we understand the project and what is required, and make a start on constructing it. We will meet again after the easter break. |

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| Other business: |

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| Date of next meeting | Thursday 22nd April 2021 |