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| Team Meeting Agenda | | | | | | | | 2015-11-05 | | |
| 1pm to 2pm | | |
| 21C Lecture Theatre | | |
| Meeting called by: | | | | Christopher Sigouin | Type of meeting: | | | | Initial Meeting | |
| Facilitator: | | | | All members | Note taker: | | | | All members | |
| Timekeeper: | | | |  |  | | | |  | |
| Attendees: | Nimna Ekanayaka, Christopher Sigouin | | | | | | | | | |
|  | | | | | | | | | | |
| Please read: | | This agenda | | | | | | | | |
| Please bring: | | Your focus, creativity and willingness to do your best | | | | | | | | |
| Agenda Items | | | | | | | | | | |
| Topic | | | | | | Presenter | | | | Time allotted |
|  | | | | | | | | | | |
| * Discuss outline for our presentation (See outline document attached). | | | | | | | All members | | | 15 minutes |
| * Break down outline into smaller components if necessary | | | | | | | All members | | | 15 minutes |
| * Split up the outline into timeframes to gauge. Might need to add content if too short | | | | | | | All members | | | 15 minutes |
| * Discuss suggestions and/or technologies to be used with our video | | | | | | | All members | | | 15 minutes |
| * Discuss outline for the video and how it might be structured with the content | | | | | | | All members | | | 10 minutes |
| * Divvy subject matter based on content outline | | | | | | | All members | | | 10 minutes |
| * Set timeframe for studying subject matter | | | | | | | All members | | | 5 minutes |
| * Set start date for video capturing | | | | | | | All members | | | 5 minutes |
| * Set next meeting date | | | | | | | All members | | | 5 minutes |
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| Other Information | | | | | | | | | | |
|  | |  | | | | | | | | |
| Observers: | | None | | | | | | | | |
|  | | | | | | | | | | |
| Resources: | | Internet, books and you’re most important resource…your mind! | | | | | | | | |
|  | | | | | | | | | | |
| Special notes: | | | Git can be a dry and complicated subject, so I think our goals could be to bring it to life and draw in our audience with how useful it can be. We can start by removing the idea that it is ‘difficult ‘to learn and utilize its command line interface. | | | | | | | |
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