

July 2015

Semester one emails between Project Manager, Client and Supervisor

2.3 Basement App Group Contact Details & First Meeting



Inbox x



jozella roque <jozellaroque2012@gmail.com>

Jul 20



to nkhalid

Hi Nor

I'm Jozella Roque and I part of the project 2.3 Basement App. My project team members are:

David Gutla
Kai Shao
Aaron Morpeth

Please see the spread sheet attached containing our contact details.

We have discussed today that we are free next week on Tuesday 28th July to have our first meeting with you from 11am-12pm. Please notify me when you are available to meet if you cannot make this time or date.

We look forward to meeting you.

Kind Regards,

Jozella Roque
1398107

Greig Wakefield <Greig.Wakefield@xtra.co.nz>

Jul 23



to me

Hi Jozella,
Good to hear from you.

How would it work to meet up at 4pm on Friday? I understand you have a R&D Project lecture 2-4.

I can meet with you in the foyer of WT Block.

Can you check with the other team members and let me know.


I look forward to working with you.

Regards

Greig

 **Greig Wakefield** <Greig.Wakefield@xtra.co.nz> Jul 26 ☆  
to elisesterback, me ▾

Hi Elise,
Please excuse the digital introduction. I am the supervisor for the students who will be undertaking the project for you.
They are keen to meet with you and discuss your expectations of the project.
The students are suggesting next Thursday (30 July) either 2pm or 11am.
Would this work for you?
I take it you are based at the theatre?
Kind regards

 **Greig Wakefield** <Greig.Wakefield@xtra.co.nz> Jul 29 ☆  
to elise, me ▾

Hi Jozella,
I had a brief chat with Elise by phone. She is happy to meet with the team at 2pm Thursday. We will meet at Q Theatre 305 Queen st. Just up from the Town Hall.
I suggest you put together any questions you have to help you understand the Project scope and expectations.
Regards
Greig

From: jozella roque [mailto:jozellaroque2012@gmail.com]
Sent: Wednesday, 29 July 2015 1:17 p.m.
To: Greig Wakefield

 **Elise Sterback** <elise@basementtheatre.co.nz> Jul 29 ☆  
to Greig, me ▾




Great see you then Greig and Jozella!
Cheers,
Elise

 **jozella roque** <jozellaroque2012@gmail.com> Jul 29 ☆  
to aaron, David, Kai ▾

Hi Greig
Our team has chosen the time slot at 2pm-2.35 and second time choice wednesday 2.35-3.10pm
Regards,
Jozella Roque



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FW: 407008_2015_02 (BCIS Project S2 2015): Project Proposal Booking Schedule   
Aug 2015  Inbox x



Greig Wakefield <Greig.Wakefield@xtra.co.nz>

Jul 29 


to me, Ronell, Chadwick 

Hi Teams,

Could you please try and book your Proposal Presentations for Pm on Wed 12 August. It is a lot easier for me if I have my teams close together.

Thanks

Greig

Project Proposal Presentation Time Slot  Inbox x



jozella roque <jozellaroque2012@gmail.com>

Jul 29 

to samira.saraf, Greig 

Hi Samira

Our Team called "The Basement Theatre" would like to present in the time slot 2pm-2.35pm on Wednesday 12th. Our supervisor is Greig Wakefield

If that time slot is already taken then we would be happy to take the next time slot on 2.35-3.10pm

Regards,
Jozella Roque



BCIS Project <bcis.project@aut.ac.nz>

Jul 30 

to me, Greig 

Team Basement App

Your project proposal is booked on Wed 12 Aug from 2.35 to 3.10pm

WT121-16 Level 1 in School of Computer and Mathematical Sciences.

Thanks.