www Authoring Group 10 Minutes

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| Minutes Taken By: | Lubo Tsenkov |
| Date: | 03/10/2019 |
| Time: | 17:00 – 17:30 |
| Meeting Location: | Queen Mother Building |
| Present: | Ivan, Lubo, Archie, Eddie |
| Absent: | Jack, Ben |

Action Minutes

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| Topic | Discussion | Action | Action By |
| Roles and work separation | Looking at the Wikipedia page and discussing who to do what | Tasks allocation for things to do until next week | Lubo |
| Finished the wireframe |  | Made the wireframe of the site | Eddie |
| Getting to know each other (teambuilding) | Previous code experience and stuff | Talked to each other | All present |
| Markup page |  | Archie doing the Markup page during the meeting | Archie |
| Introducing Ivan to GitHub | Talking about the problem and finding the solution | Introducing Ivan to GitHub repositories, branches, projects page and committing code | Lubo and Archie |

Next Meeting

Tuesday – 08.10.19 – in the QMB (some changes may occur until then)