Meeting Minutes

# Weekly Meeting with team/Supervisor

# Meeting No: 19

## Meeting Details

|  |  |
| --- | --- |
| Date: | 18/10/2020 |
| Venue: | Microsoft Teams |
| Attendees: | David Blanch  Nam Le  Rodrigo Miguel Rojas  Winston . |
| Apologies: | N/A |

## Information / Decisions

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| --- | --- |
| No. | Item |
|  | Finalizing M3 submission |
|  | Finishing up presentation |
|  |  |
|  |  |
|  |  |

## Action Items

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| --- | --- | --- | --- |
| No. | Item | Who | By |
| 1 | Finishing up presentation | Nam Le | 18/10/2020 |
| 2 | Finishing up presentation | David | 18/10/2020 |
| 3 | Finishing up presentation | Winston | 18/10/2020 |
| 4 | Finishing up presentation | Rodrigo | 18/10/2020 |
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