ASX Master 2017

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| Minutes | [3.03.2017] | [1:15PM to 2:45PM] | [Building 56] |

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| **Meeting called by** |  |
| **Type of meeting** | Making a Team |
| **Attendees** | Andrew Sekulovski, Christopher De Maria, Paul Monteros, |

## Agenda topics

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| [45 Mins] | [Finding Members] | [Presenter] |

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| **Discussion** |  | | |
| We walked around class talking to the all the students there. Introduced ourselves to each other and briefly explained what we thought of the project requirements; how to go about completing different aspects of it and what platform would suit best. | | | |

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| [15 Mins] | [Members in the Group] | [Entire team] |

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| **Discussion** |  | | |
| After mingling with the other students, everyone had an idea of who they wanted to be in a group with and everyone split up accordingly.  Our group consisted of Andrew Sekulovski, Christopher De Maria and Paul Monteros.  Andrew Sekulovski has a greater knowledge in the project management side, being the reference for how the team goes about planning and documenting the sprints and overall project.  Paul Monteros and Christopher De Maria are more comfortable with the coding aspect of the project and will be the main references for how the project will be coded.  Overall the team will be able to learn off of each other strengths to improve on their weaknesses. | | | |

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| [15 Mins] | [Group Discussion] | [Entire team] |

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| **Discussion** |  | | |
| The group discussed what we would use as our main platform for communication and online meetings. We decided on using Slack, a VoIP program that would also allow us to share files as well as communicate in real time. We brainstormed that a web application would suit the project brief given to us as well as the features that would be present. | | | |
| **Conclusions** |  | | |
| Slack is the VoIP program that we would be using to hold online meetings on a regular basis. | | | |
| The project was to be made into a web application. | | | |
| **Action Items** | | **Person Responsible** | **Deadline** |
| Create a Slack Account and join the Slack room. | | Everyone | 10.03.17 |
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| **Observers** |  |
| **Resource persons** |  |
| **Special notes** |  |