

AGENDA FOR CONQUERORS' TEAM MEETING #2

Date: Monday 25 October 2021

Time: 7.00pm

Members:

- Cristopher Inostroza
- Michael Sy
- Nicole Attard
- Sharif Ayazi
- Steven Pigatto
- Theodore Haluska lii

Agenda Details:

1. **Run through minutes from previous meeting**

Time: Approximately 2 minutes

2. **Assign tasks**

Time: Approximately 15 minutes

- **Assessment 2 = REPORT + WEBSITE**

- Weight = 40%
- DUE SUN 21 NOVEMBER
 - Team Profile
 - Tools
 - Project Plan
 - Overview
 - Detailed description
 - Aims
 - Plans + Progress (2-3 pages)
 - Roles
 - Scope + Limits
 - Tools + technologies
 - Testing
 - Timeframe
 - Risks
 - Group processes + communications
 - Skills + Jobs
 - 4 Position descriptions for team member to work on project
 - Group Reflection

- **Assessment 5 = PRESENTATION**

- Weight = 20%

- DRAFT DUE SUN 7 NOVEMBER
- FINAL PRESENTATION DUE SUN 21 NOVEMBER
- Two parts: Draft script + storyboard
 - 5 minute unlisted YouTube video + share link
 - Video content
 - Video length
 - Video presentation quality
 - Identification / Description - Need / Want / Users/Market -
Innovation - Mechanics/Design