

Gary

CITS3200 PROFESSIONAL COMPUTING

MEETING # 2.1

(MEETING 2 CANCELED DUE TO LACK OF ATTENDANCE)

Time: 12:00pm

Date: 26/07/2024

Venue: UWA

Tasks	Sub-tasks
Reports	<ul style="list-style-type: none">• William van den Wall Bake:<ul style="list-style-type: none">o Minutes from Meeting 1
Discussions/ Clarifications	<ul style="list-style-type: none">• General in person introduction
To Do	<ul style="list-style-type: none">• In Person introductions<ul style="list-style-type: none">o Meet and Greet• Time-sheets – Setup/how to do?• Discuss Project and Project Requirements<ul style="list-style-type: none">o Set members to file reports on various aspects of projectso Start allocating tasks for estimating time to completion• Begin Liaising with Client
Next Meeting	<ul style="list-style-type: none">• Set Time Date and Venue