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| **Meeting Log for AI Case Project** | |
| Working week No. | 3 |
| Date and time | 14/02/17 11:44 |
| Group member present | All |
| Main problems/issues discussed | Need to discuss task allocation and produce a requirement specification |
| Agreed actions | Produce a document for specifications and allocate tasks to team members |
| Proposed date and time for the next meeting | 21/02/17 |
| Signature of each group member present | S.ahmed  M. Foggon  C. Ferguson  N. Davies  D.Birtch |
| Date | 14/02/17 |