**CITS3200 Team 06**

**Minutes of Meeting 3 held on August 8, 2025 (with Client)**

**Location**: UWA Ocean Institute

**Present**: Emily Glover, Chris Chandra, Jeet Vora, Pranav Rajput, Taku Mukwekwezeke, Takumi Iizuka, Tahjeeb Tajwar

**Absentee**: None

**Meeting Started**: 12:00pm

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| * 1. **Agenda** * Project overview * Self-introductions by team members * Ask questions to know more about the project * Discussion regarding deliverables   **3.2 Summary of Discussions** | |
| * The client provided a high-level overview of the project scope and objectives. * Each team member gave a self-introduction, including academic background and relevant skills. * Clarifying deliverables and expectations directly with the client. * Detailed project requirements discussed   **3.3 To Do**   * Work on Sprint1: ALL * Check the proposal with each other   **3.4 Date of Next Meeting**   * Friday 08 August   Meeting Closed: 1:00pm |

Minute taker: Takumi Iizuka