**Deadline: March 13th, 2024**

**Link of wireframe:** [**final group project wireframe – Figma**](https://www.figma.com/file/80VCIgoEDymJWO5nKsbyoY/final-group-project-wireframe?type=design&node-id=0-1&mode=design&t=DHid0ENT6JOzoYRS-0)

**Meeting 1**

**Date: *02/03/2024 – 9:00 am to 11:00 am***

**Agenda: *KICK-OFF MEETING***

**Group Members**: Tyler, Eilidth, Marcos, Patricia

**Presences**: All members

**Responsibilities**:

* **Manager:** *Patricia*
  + direct activities
  + follow-up actions
  + ensure activities are delivered on time
* **Reporter**: *Tyler*
  + Weekly, report group milestones achieved to Michael Dorsey
* **HTML pages and CSS developing**: *Eilidth and Tyler*
* **Java Script Coding**: *Patricia and Marcos*

**PERFORMED ACTIVITIES:**

* Quick analysis of some CO-WORKING websites
* Reading and analysis of document called: “**Final Group Project: Shared Workspace Web App.doc”**
* Start the wireframe draft**:** [final group project wireframe – Figma](https://www.figma.com/file/80VCIgoEDymJWO5nKsbyoY/final-group-project-wireframe?type=design&node-id=0-1&mode=design&t=DHid0ENT6JOzoYRS-0)
* **All members attended**

**Outcomes**:

* wireframe draft**:** [final group project wireframe – Figma](https://www.figma.com/file/80VCIgoEDymJWO5nKsbyoY/final-group-project-wireframe?type=design&node-id=0-1&mode=design&t=DHid0ENT6JOzoYRS-0)

**Next Steps:**

* **Next Wednesday (02/07/2024):** Tyler reports to Michael the activities

**Next Meeting**: 02/10/2024 – 9 am