

## Meeting 1 – commence 7pm

### Students:

Alexander Ball, Madiha Sabahat, Maleeha Yasir Mian, Samantha Kurilic & William Hansen (Troy)

### Chairperson: (sets the meeting time/invitation and prepare agenda)

Samantha Kurilic

### Minute taker: TBC

It is very important the chair of your meeting, who arranges and invites members of the team to the meeting presses record when the meeting starts, and presses stop recording when the meeting ends.

### Agenda items

#### TEAM PROFILE

1	Create a team name
2	Each student must share <ul style="list-style-type: none"><li>- Name</li><li>- Student number</li><li>- Background</li><li>- Hobbies</li><li>- IT interest</li><li>- IT experience</li></ul> (Use assignment 1 to support your answers)
3	Compare the 3 profile tests we did and how will this be helpful

### Close meeting

Next meeting date:

Chairperson: (sets the meeting time and prepare agenda)

Minute taker:

### Next Agenda Items to discuss is:

- IDEAL JOBS – compare & contrast the ideal job for each person.
- Set-up Group website on GitHub
- Discuss Project ideas