

Meeting Agenda

Attendees:

- Colin Stock: s3922272
- Gesina Sands: s3921234
- Liane Wong: s3923671
- Michail Christofis: s3923089
- Samuel Saad: s3922640
- Tai Tran: s3918375

Item 1 (15 minutes)

Everyone's update

Colin – Have to go over edits, will put together full doc for group meeting, agenda and actions over weekend

Sam

Michail

Gesina

Liane

When will everything be up on teams and can we have it all in the full doc by Saturday after the edits. Once it's on the full doc we can start putting on the website.

Would also like to decide if we have our last meeting on Monday then on Thursday we just have an unofficial one where we have Liane share screen and submit the assignment.

Item 2 (5 minutes)

Has everyone uploaded their speech video.

Need to talk to Michail about this.

We would like to be able to finish this by Monday.

Item 3 (20 minutes)

Discuss Group Reflections Hex Clan A3? Everyone please prepare some points to include:

- 1) How did we work well?
- 2) What improvements could be made?
- 3) What was surprising?
- 4) Final thoughts.

Open Issues

Recap by Gesina

Reviewing Tasks

Minutes submitted by: Gesina Sands

Minutes approved by: