



University of the
West of England

Enterprise Systems Development

Group Meeting Logs - Group 10 (Team Aviato)

Student Names
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Meeting Logs			
Meeting Date	Meeting Time	Topic of Discussion	Actions
28 / 10 / 2019	11:30 - 13:00	Understanding and breaking down the assignment into issue categories.	Create GitHub repository, issue/pull request labels and a Kanban Board.
01 / 11 / 2019	10:00 - 12:00	Assigning tasks (GitHub issues) to all members of the group	Making milestones and goals for each Sprint, along with issues.
04 / 11 / 2019	13:30 - 14:00	Assessment of current coding standards and progress amongst other members of the group	Carrying out and implementing the assigned Sprint One tasks.
08 / 11 / 2019	10:30 - 12:30	Ensuring that the tasks that have been assigned are near completion	Cleaning up any existing Pull Requests or issues that are requiring another team members assistance
10 / 11 / 2019	18:00 - 20:00	Summarising Sprint One and full application testing	Finalise any outstanding Sprint One tasks and initial preparation for Sprint Two.

