First Shippable Increment Review Meeting Minutes
Google Meet Session Recording Link:
https://drive.google.com/file/d/1ZfeAxNaT2eMA06Lp95UvglUIBFZKbFbK/view?usp=sharing

This first shippable review Meeting is organized to gather suggestions of the scrum project members.

The first shippable increment review meeting started with the opening remarks of the scrum master (Emal Ismail), he illustrated the agenda points, presenters and duration time limit of each point.

Subsequently, the Development team shared the first shippable increment result (Backend and GUI) with the scrum master as well as the product owner. After review of the application backend and GUI that was created by the Development team, by consensus of project members it was decided the GUI of the application should be changed and more words should be added within the JSON file of the application.

Futhermore, the meeting participants distributed the tasks and relevant documents that should be completed. Following the agenda of the meeting relevant tasks were prioritized, estimated, and assigned to the development team, and other scrum project members to finalize the project.

Action and Decision Table

No	Action	Responsible person	Due
1	Share the Burnout CHart	Developmet Team (Zahra Stanikzai)	22 October/2020
2	Adding words within the JASON file	Development Team (Mohammad Yusuf Sultani)	20 October/2020
3	Sharing the meeting minutes and agenda in GetHub with group members as well as project supervisor Mr. Ali Rahman Shinwari	Scrum Master (Emal Ismail)	19 October/2020
4	Sharing the product Backlog with group by product owner.	Product Owner (Sayed Shabeer Hashimi)	20 October/2020
5	Final integrated product Meeting	Project members	22 October/2020