

Date: 08/30/2023

Time Start: 9:00 am

Time End: 9:53 am

- *Meeting Facilitator:* Sofia Villamin
- *Secretary:* Mabelle Aspeli
- *List of attendees:*
 - Mabelle Aspeli
 - Sofia Villamin

Agenda

1. Initial documents (Test Plan and Test Strategy) completion

2. Edit Requirements Traceability Matrix

Next step

1. Familiarize ourselves with Testlink on how to use the application for testing the application by UAT and Functional.

2. Install xampp for us to do the exploratory testing.

MINUTES OF THE MEETING