

Meeting Overviews - Sprint 2 - Meeting 1

Meeting 1:

Meeting date: 10/5/18

Meeting type: Online

Time: 30m

Meeting Description:

Working on Final Release, delegating tasks

Meeting Goal:

Members are assigned tasks to do for Sprint 2

What did we do since last meeting?

Worked on Sprint 1

Aim for next meeting?

Members complete some of tasks assigned

Impediments?

N/A

Meeting Overviews - Sprint 2 - Meeting 2

Meeting 2:

Meeting date: 17/5/18

Meeting type: Online

Time: 1hr

Meeting Description:

- Working on Final Release, retrospective and portfolios
- Altered Sprint 2 stories and tasks

Meeting Goal:

- Members assign artefacts, further delegate tasks and work on issues relating to project

What did we do since last meeting?

- Complete a number of tasks assigned from Meeting 1

Aim for next meeting?

- Artefacts are on-track, tasks left on Jira are complete

Impediments?

- Lack of technical knowledge about dependent drop-downs, will need to alter stories and respective tasks

Meeting Overviews - Sprint 2 - Meeting 3

Meeting 3:

Meeting date: 24/5/18

Meeting type: In-person

Time: 2 hr+

Meeting Description:

- Finalise release and assessment items

Meeting Goal:

- Be prepared for release in Week 13 Workshop

What did we do since last meeting?

- Worked on artefacts and finished off tasks for Sprint 2 and Release.
- Developed alternative solution (albeit not as intended) for drop down

Aim for next meeting? N/A

Impediments? N/A