

# <AERO> MEETING MINUTES

## Meeting #1

Date	06/06/2023
Time	6:30 pm - 7:30 pm (60 minutes)
Time Keeper	
Attendees	Sarah, Adib, Chris
Apologies	Darcy
Please bring/read	Iteration 0
Other resources	
Meeting purpose	Allocate workload for iteration 0
Next Meeting	Thursday 8 Jun 1pm Teams Meeting

### Agenda

Item	Agenda Item	Assignee	Notes
1.	Discussing project spec		- Iteration 0, making stub functions, designing structure to store all data,
2.	Stand-up frequency		- Weekly stand ups possibly on Saturdays at 2:30
3.	Assign functions		Sarah: <ul style="list-style-type: none"><li>- adminAuthRegister</li><li>- adminUserDetails</li><li>- adminQuizList</li></ul> Adib: <ul style="list-style-type: none"><li>- adminQuizRemove</li><li>- adminQuizNameUpdate</li><li>- Data structure</li></ul> Chris: <ul style="list-style-type: none"><li>- adminAuthLogin</li><li>- adminQuizCreate</li><li>- adminQuizInfo</li></ul> Darcy: <ul style="list-style-type: none"><li>- adminQuizDescriptionUpdate</li><li>- clear</li></ul>
4.	Creating and assigning issues		- Create issues for assigned functions and assign to yourself

### Open Actions

Item	Action/Discussed	Deadline
1		
2		
3		