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| Team Meeting Sprint Three Team Meeting | Date: 11/06/2020  Time: 14:00  Location: Thornlie TAFE Library |

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| Meeting called by: | David Perry | Type of meeting: | Sprint Three Meeting |
| Facilitator: |  | Note taker: | Zara Duncanson |
| Timekeeper: |  |  |  |

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| Attendees: | Zara Duncanson (ZD)  David Perry (DP)  Alan Pederson (AP) |
| Please read: | Sprint Three requirements resource |
| Please bring: | Notebook, pen, Sprint Three requirements resource. |

Minutes

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| Agenda item: | Review of Sprint 2 and presentation issues | Presenter: | All |

Discussion:

ZD did present the criteria under the difficult circumstances. Everything went well and the client was satisfied with the progress.

Conclusions:

A debrief of Sprint Two tasks and the presentation was carried out.

| Action items | Person responsible | Deadline |
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| * None | ZD | N/A |

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| Agenda item: | Sprint 3 Review Requirements  Item 1 – Users and groups | Presenter: | All |

Discussion:

The need for users and group in the database SQL requirement was discussed, the team determined they would need an administrator user that would not affect the root user which is used by scripts to perform queries. Also read only (regular) users will be required.

Conclusions:

Concluded DP will handle this task.

| Action items | Person responsible | Deadline |
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| * Implement user groups in SQL database | DP | 17/06/20 |

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| Agenda item: | Sprint 3 Review Requirements  Item 2 – Adding ratings and new chart | Presenter: | All |

Discussion:

Ratings need implementation. The team discussed how this would work both as an interface and as a database table view to store data. Users would not have to log in to rate. Ratings would need to be averaged, etc.

Conclusions:

AP to carry out investigating and implementing this task.

| Action items | Person responsible | Deadline |
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| * Implement way to rate movie titles, top 10 chart | AP | 17/06/20 |

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| Agenda item: | Sprint 3 Review Requirements  Item 3 – Auto-refresh function for chart, is socket API required | Presenter: | All |

Discussion:

The refresh function required could be implemented a few different ways and requires further research. Team members discussed the possible potential of using socket API.

Conclusions:

All the team will research ways to best implement this feature.

| Action items | Person responsible | Deadline |
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| * Implement way to auto refresh page when database updated | AP, DP, ZD | 17/06/20 |

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| Agenda item: | Sprint 3 Review Requirements  Item 4 – Implementing performance tools | Presenter: | All |

Discussion:

Conclusions:

DP to carry out investigating and implementing this task.

| Action items | Person responsible | Deadline |
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| * Implement the previously investigated performance tools | DP | 17/06/20 |

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| Agenda item: | Sprint 3 Allocate Tasks  Other items and conclusion | Presenter: | All |

Discussion:

DP as sprint leader assigned tasks for Project Plan and minutes & agenda writing to ZD. A general conclusion discussion followed with any clarification questions and a summary of tasks.

Conclusions:

ZP to write project plan for sprint 3 and type meeting minutes.

| Action items | Person responsible | Deadline |
| --- | --- | --- |
| * All team members to perform assigned tasks | ZD | 17/06/20 |

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Other Information:

Special Notes: