# **MEETING MINUTES 3**

| **Meeting Name:** | Getting done with Sprint 3 | | |
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| **Date of Meeting:** | 03/22/2024 | **Time:** | 16:15-18:30 |
| **Meeting Purpose:** | Working on what the TA notes | **Meeting Leader:** | Abdelrahman Eldeeb |
| **Prepared By:** | Samer Hasna |

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| 1. Attendance at Meeting | |
| **Name** | **Position** |
| Boudy-Joe Samaha | Team Member |
| Samer Hasna | Team Member |
| Peter Samaha | Team Member |
| Abdelrahman AlKhabbaz | Team Member |
| Ali ElDeeb | Team Member |
| Abdelrahman ElDeeb | Team Member |

| 2. Meeting Notes, Decisions, Issues |
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| After the lab, the team met and decided how the tasks will be divided. |
| Samer Hasna will work on the UML with Boudy-Joe Samaha. He wrote the minutes for the meeting. |
| Boudy-Joe Samaha will work on the UML, and the planning for Sprint 4. |
| Peter Samaha will adjust the user’s agreement and checking the validity of the credit card. |
| Abdelrahman AlKhabbaz and Ali Eldeeb will do the return button, after the duration is done and will adjust the small bugs in the sort. |
| Abdelrahman ElDeeb will work on the user agreement with Peter Samaha, and on the CI. |

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| 3. Meetings decision |
| **1. Decision on Samer Hasna's Tasks:**  Decision: Acknowledged and approved Samer Hasna's tasks related to the UML with Boudy-Joe Samaha. Additionally, recognized his contribution in writing the minutes for the meeting.  Acceptance: Presumably, the team accepts and approves Samer Hasna's identified tasks and appreciates his role in documenting meeting minutes. |
| **2. Decision on Boudy-Joe Samaha's Tasks:**  Decision: Acknowledged and approved Boudy-Joe Samaha's tasks related to the UML, and the planning for Sprint 4.  Acceptance: Presumably, the team accepts and approves Boudy-Joe Samaha's identified tasks and appreciates his role in project planning. |
| **3. Decision on Peter Samaha's Tasks:**  Decision: Acknowledged and approved Peter Samaha's tasks related to adjusting the user’s agreement and checking the validity of the credit card.  Acceptance: Presumably, the team accepts and approves Peter Samaha's identified tasks. |
| **4. Decision on Abdelrahman AlKhabbaz's Tasks:**  Decision: Acknowledged and approved Abdelrahman AlKhabbaz’s tasks related to working on the user agreement with Ali ElDeeb. And adjusting bugs in the website.  Acceptance: Presumably, the team accepts and approves Abdelrahman AlKhabbaz’s identified tasks. |
| **5. Decision on Ali ElDeeb's Tasks:**  Decision: Acknowledged and approved Ali ElDeeb’s tasks related to working on the user agreement with Abdelrahman AlKhabbaz. And adjusting bugs in the website.  Acceptance: Presumably, the team accepts and approves Ali ElDeeb's identified tasks. |
| **6. Decision on Abdelrahman ElDeeb's Tasks:**  Decision: Acknowledged and approved Abdelrahman ElDeeb's tasks related to working on the user agreement with Peter Samaha. And working on the CI.  Acceptance: Presumably, the team accepts and approves Abdelrahman ElDeeb's identified tasks. |

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| 4. Motions |
| 1- Motion to approve the task breakdown, by Abdelrahman ElDeeb  Seconded by the whole team. |
| 2- Motion to assign the tasks, by Peter Samaha  Seconded by the whole team. |
| 2- Motion to end the meeting, by Abdelrahman AlKhabbaz  Seconded by the whole team. |