

Meeting 6: Sprint Planning Meeting 1

26 JANUARY 2024

ATTENDEES

Tanvir Hasan, Muhammed Bilal, Hamza Sidat, Marium Nur, Anjali Sabu, Abdul-Maalik Siddiqui, Amani Anderson

AGENDA

- ☒ Finalize user stories and the product backlog
 - Maalik added screenshots of Jira to the release planning document
 - Maalik added the project description and our thought process for deciding what features were chosen/discarded
- ☒ Split all the tasks across the 5 sprints
 - Bilal created sprint 1 and added user stories and respective tasks based on team discussion
- ☒ Add priorities to user stories
- ☒ Assign tasks to team members for Sprint 1
- ☒ Discuss apps to integrate GitHub with Jira
- ☒ Finalize the release planning document and submit

ACTION ITEMS FOR THE NEXT MEETING

- ☐ Start Sprint 1
- ☐ Decide on all API usage
 - API for summarization of text
 - API for going through the contents of a website
 - API for getting captions of a video
- ☐ Delegate tasks and roles for Sprint 1