Minutes

SET08103 – Software Engineering Methods Group Project

Date | time 06/02/2023 | 13:30 | Meeting called to order by Andy

Next Meeting: TBC Friday 10th

# In Attendance

Ben Loughrey – Product Owner. Tim Honisett – Team member.

Andy Dickinson – Scrum Master. Emma Davidson – Team member.

# Progress since last meeting

* Project mostly setup on GitHub
* Backlog populated

# Meeting tasks

* Finish individual setup for project
* Complete code of conduct
* Create 1st release

# Outcome of meeting / Tasks completed

* Everyone setup for project
* Code of conduct completed

# Tasks to continue / complete prior to next meeting

* 1st release to be created

# Tasks for next meeting

* Everyone to start considering tasks for 2nd code review

# Other points to note