

MEETING MINUTES

DATE: Wednesday, May 4, 2020

TIME: 12:30 PM to 1:00 PM

LOCATION: Zoom, online

- **Meeting to Discuss-1**

- Brainstormed on the details needed to be on the wiki page of GitHub.

- **Attendee Names**

- Indira Priyadarshini, Bharath, Karthik, Rahul, Pranav, Sunil
- Product owner/Scrum Master, Developers

- **Attendees Not Present**

- N/A

- **Meeting Notes: Roles and Responsibilities, discussed Github page, edited, reviewed, assigned to rest team members.**

1. Brainstormed on components which are
2. GitHub Update: Added Test Cases, Acceptance Criteria and the Presentations that were involved.
3. GitHub Update: User Manual to be created by Pranav.
4. GitHub Update: Added Retrospective.
5. GitHub Update: MVP per Deliverable.
6. All the above mentioned fields need to be updated.
7. Team members understood the difference between Product and Sprint Backlog.
8. Discussed the following points on how our next presentation should look like:
 - We need to address the technologies or tools used in a new section so that the audience can see what they are first glance.
 - We must include slides from Sprint 1, such as personas and personal statements as mentioned by the professor.
 - We should be clear and specific about MVP.