**Team Scrums – Sprint 1**

**Meeting 1**

**Agenda:**

* Need to elect a spokesperson.
* Discussion about the project proposal.
* Discuss the features of the project.

**Decisions:**

* Elected the spokesperson.

**Attendance:**

* Sai Karthik Mediga - present
* Nagireddy - Present
* Yashwanth Reddy – Present

**Meeting 2:**

**Agenda:**

* We need to discuss backlogs and create backlogs.
* Divide the backlogs into four equal parts for each sprint.
* And assign hours for backlogs for all backlogs in sprint 1.

**Decisions:**

* Decided and created backlogs and assigned sprint-1 backlog.

**Attendance:**

* Sai Karthik Mediga - present
* Nagireddy - Present
* Yashwanth Reddy – Present

**Meeting 3:**

**Agenda:**

* Discussion about new features for the website.
* Discussions on the book website ideas like what to do in the project (like flow and some features)

**Decisions:**

* Decided the new features of the project.

**Attendance:**

* Sai Karthik Mediga - present
* Nagireddy - Present
* Yashwanth Reddy – Present

**Meeting 4:**

**Agenda:**

* Project proposal discussion and modifications need to be done before submitting it.

**Decisions:**

Decision: Prior to submission, project proposal discussions and necessary modifications will be completed to ensure its readiness.

**Attendance:**

* Sai Karthik Mediga - present
* Nagireddy - Present
* Yashwanth Reddy – Present

**Meeting 5:**

**Agenda:**

* Discuss the burndown chart, Trello, and tasks assigned to each team member.

**Decisions:**

* Decided and assigned the tasks to each team member.

**Attendance:**

Sai Karthik Mediga - present

Nagireddy - Present

Yashwanth Reddy – Present

**Meeting 6:**

**Agenda:**

* Discuss the work done till now, submissions to be done, and any further suggestions required.
* update the burndown chart.

**Decisions:**

Decision: Following a discussion on completed work, pending submissions, and necessary suggestions, the burndown chart will be updated to reflect progress and guide future actions.

**Attendance:**

* Sai Karthik Mediga - present
* Nagireddy - Present
* Yashwanth Reddy – Present

**Meeting 7:**

**Agenda:**

* Discuss the tasks assigned to each and every person and the work to be done in week 2.

**Attendance:**

* Sai Karthik Mediga - present
* Nagireddy - Present
* Yashwanth Reddy – Present

**Meeting 8:**

**Agenda:**

* Discuss the code changes and merging the code.
* update the burndown chart.

**Decisions:**

Decided to work as per the plan and finish the code.

**Attendance:**

* Sai Karthik Mediga - present
* Nagireddy - Present
* Yashwanth Reddy – Present

**Meeting 9:**

**Agenda:**

* Discussed the tasks assigned to each team member and the work to be done in week 3.

**Decisions:**

Started working on the divided tasks

**Attendance:**

* Sai Karthik Mediga - present
* Nagireddy - Present
* Yashwanth Reddy – Present

**Meeting 10:**

**Agenda:**

* Finalize the work done in sprint 1.
* update the burndown chart.

**Attendance:**

* Sai Karthik Mediga - present
* Nagireddy - Present
* Yashwanth Reddy – Present

**Sprint-2**

**Meeting 11:**

**Agenda:**

* Discussed about sprint 2 planning.
* Checked work done till now.

**Attendance:**

* Sai Karthik Mediga - present
* Nagireddy - Present
* Yashwanth Reddy – Present

**Decisions:**

Elected spokesperson and discussed about sprint 1

**Meeting 12:**

**Agenda:**

* According to the task board, we want to implement it individually and discuss the admin and homepage.
* Our Spokesperson and others are the same as sprint 1.

**Attendance:**

* Sai Karthik Mediga - present
* Nagireddy - Present
* Yashwanth Reddy – Present

**Decisions:**

We agreed on our agenda and started working accordingly.

**Meeting 13:**

**Agenda:**

* Discussed tasks and backlogs of the previous week.

**Attendance:**

* Sai Karthik Mediga - present
* Nagireddy - Present
* Yashwanth Reddy – Present

**Decisions:**

We agreed on our agenda and started working accordingly.

**Meeting 14:**

**Agenda:**

* Set up the Trello task board and update tasks.
* Code was pulled and pushed in GitHub and checked the project flow till now.

**Attendance:**

* Sai Karthik Mediga - present
* Nagireddy - Present
* Yashwanth Reddy – Present

**Decisions:**

We agreed on our agenda and started working accordingly.

**Meeting 15:**

**Agenda:**

* Set up the Trello task board, dividing tasks and updating tasks.
* We started working on the sprint two tasks, which we divided.

**Attendance:**

* Sai Karthik Mediga - present
* Nagireddy - Present
* Yashwanth Reddy – Present

**Decisions:**

We agreed on our agenda and started working accordingly.

**Meeting 16:**

**Agenda:**

* Discussed the issues in the sprint2 and talked and planned accordingly.
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**Attendance:**

* Sai Karthik Mediga - present
* Nagireddy - Present
* Yashwanth Reddy – Present

**Decisions:**

We need to start working on the backend part of API calls and then decide to move on to the products page.

**Others:**

**Spokesperson** – Nagi Reddy Kanala

**Documentation** – Sai Karthik Mediga

**Meeting Schedules** – Yashwanth Reddy

**Communications** – Teams and Whatsapp

**Burndown chart** – ExcelSheet

**Task board** – Trello and ExcelSheet  
  
Trello Link: [Book Bazaar | Trello](https://trello.com/b/IcHt2yll/book-bazaar)

GitHub Link: [CapestoneGROUP6 (github.com)](https://github.com/orgs/CapestoneGROUP6/repositories)