Cosmic Coffee Crew

MEETING 1 01/30

horizontal line

30JANUARY **20**24 / 6:00 PM / ROOM H-531

# ATTENDEES

Sara, Irina, Jad, Boudour, Hossam, Enrique

# AGENDA

## Introduction

Since this was the first meeting, we sarted by introducing ourselves and sharing any previous experience each of us had that could be relevant to the project. Irina, Boudour and Sara have experience with working on front-end. Enrique has experience with github commands and Hossam has experience with LaTeX, which will come in handy for the documentation process. Jad and Hossam have experience with python for the backend.

## Instructions & Grading Rubric

We read the instructions together and went over the grading rubric for the first sprint. The first sprint focuses on planning and groundwork for documentation.

## Github Repository

Sara created a repository and added everyone else as collaborators. We need to add the professor and the TA to the repository as well. To practice committing to the repository, the team unanimously agreed to have each member commit to the readme file by next meeting just to

# NOTES

* Boudour, Irina and Sara have more frontend related experience while Jad, Enrique and Hossam have more backend related experience.
* A github repository was created.

# ACTION ITEMS

1. **Add prof and TA to repo**
2. **Create a readme file**
3. **Format meeting minutes**
4. **Research the appropriate technologies**

# NEXT WEEK’S AGENDA

1. Technologies to Be Used
2. Roles and Task Distribution