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| **Team Meeting No:** | **1 (Week 1)** |
| **Date:** | **Thursday 2nd March, 2017** |
| **Attendees:** | **Kainoa, Malcolm, Sam, Edward, Daniel** |
| **Absentees with Reason:** | **N/A** |
| **Scrum Master on Duty:** | **Kainoa** |
| **Objectives this Week:** | **Team formation, selection of projects, requirements analysis, role distribution.** |
| **Contents:** | * **Team formation complete, roles distributed based on IS and CS specialities within group members.** * **CS students: Daniel (Developer), Sam (Developer), Kainoa (Developer).** * **IS students: Edward (Client/Product owner), Malcolm (IS/Developer).** * **Contact details exchanged.** * **Team name established: Spicy Boiz.** * **Team number: 35.** * **Thursday evenings established as meeting time, straight after tutorial.** * **Team agreement created by Daniel and signed by all members.** * **Facebook group created by Kainoa.** * **Github selected as repository and created by Kainoa.** * **Tasks set for Malcolm and Edward to be completed by next week.** * **C# discussed as potential software language to be used (Visual studio and .net framework).** |
| **To do:** | * **Record a list of client requirements. To be done by Edward.** * **Record a list of features. To be done by Daniel.** |
| **Next Meeting:** | **Thursday 9th March, 2017.** |