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| **Team Meeting No:** | **3 (Week 3)** |
| **Date:** | **Thursday 16th March, 2017** |
| **Attendees:** | **Kainoa, Malcolm, Sam, Edward, Daniel** |
| **Absentees with Reason:** | **N/A** |
| **Scrum Master on Duty:** | **Kainoa** |
| **Objectives this Week:** | **Complete project backlog, set priorities of user stories, estimated time spent on implementing each user story, creating notes for user stories.** |
| **Contents:** | **-List user stories in the product backlog.**  **-Rate user stories on level of importance.**  **-Include a time requirement for each of the user stories.**  **-Developed estimates for all (must, could and have) user stories.** |
| **To do:** | **-Start considering the coding required to implement the user stories (using C#).**  **-Start looking at the C# language that will be used to design and develop all the features from the user stories.**  **-Look at the release and sprint templates.**  **-Upload all documentation too GitHub/Facebook page.** |
| **Next Meeting:** | **Thursday 23th March, 2017** |