|  |  |
| --- | --- |
| **Team Meeting No:** | **5 (Week 6)** |
| **Date:** | **Thursday 6th April, 2017** |
| **Attendees:** | **Kainoa, Malcolm, Sam, Edward, Daniel** |
| **Absentees with Reason:** | **N/A** |
| **Scrum Master on Duty:** | **Kainoa** |
| **Objectives this Week:** | **Review the Sprint and Release Plan, adjusting it as needed.** |
| **Contents:** | **-Review user stories**  **-Review Release Plan**  **-Review Sprint Plan**  **-Change any information on Release/Sprint plan that is necessary for the group members to achieve the sprints/releases on time.** |
| **To do:** | **-Choose what software will be used when developing the website.**  **-Condense release plan to only show two releases.**  **-Continue investigating Visual Studio/look into designing basic user interface for the homepage.** |
| **Next Meeting:** | **Thursday 13th April, 2017** |