

Meeting 1)

Date: November 21st, 2024

Duration: 1 hour

Attendees: Dara Dadgar, Oren Argot, Mathieu Phan, Marchelino Hachbi, Brandon Phelps, Daniel Secelean

Agenda)

- Follow up on the implementation:
 - Discussed what has been done so far in terms of implementation, CI/CD and unit testing.
 - Decision: The detailed dashboard page needs some refinements that Marc will add.
- Discussed the enhancements for sprint 4:
 - The enhancements discussed were: assessment updates, teammate communication (email), password recovery, exporting teams as a CSV file, uploading the website onto a cloud service, and team deletion.
 - Decision: the most important and valuable team enhancements were prioritized to give some time to the refactoring of the project and maintenance activities.
- Retrospective on sprint 3:
 - Discussed weaknesses from sprint 3 such as styling inconsistency in the code and lack of communication regarding implementation duties.
 - Decision:
 - Provide a common file structure and coding style to achieve consistency throughout the project.
 - Make the task division clear in the sprint planning so the team members can solely rely on that to advance the implementation, avoiding duplicate work.

Next meeting: Finalizing the submission deliverables (documentation + development). Test the system unit tests integrated for sprint 4. Ensuring all workflows run properly and report the right information.