Practical Project - Iteration 2

Group Meeting Report

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| Notice of Meeting and Agenda | Date: 31/03/2025Time: 1:00pm – 3:00pmLocation: EIT Campus |

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| Sponsor: | Anastasia Mozhaeva | Name of Group: | Group 1 |
| Group Lead: | Geronimo Gerard P. Yu IV | Note taker: | Shawn M. Peepi |
| **Attendees:** | Deacon H. Watt | | |
| **Absent:** | Shawn M. Peepi | | |
| **Please bring:** | N/A | | |
| **Agenda items:** |  | | |

# Minutes

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| Agenda Item 1: | Finish learning the different agile methodology and creating the resource table. | Presenter: | Deacon H. Watt |

#### Discussion:

We conducted research using the PowerPoint slides and developed a comprehensive resource table that aligns with the project's objectives.

#### Conclusions:

The resource table has been successfully created, ensuring it meets the project's requirements.

| Action items | Person responsible | Deadline |
| --- | --- | --- |
| * Made the Resource table. | Shawn Peepi | 08/04/2025 |
| * Uploaded in Git. | Deacon Lars Hatwell-Watt | 08/04/2025 |
| * Researched the agile methodologies. | Geronimo Gerard P. Yu IV | 08/04/2025 |

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| Agenda Item 2: | Making the Agile Gantt chart and learning about planning estimating scheduling. | Presenter: | Geronimo Gerard P. Yu IV |

#### Discussion:

Our team collaborated to compile the group meeting report and create the Agile Gantt chart. Additionally, we planned to upload the group meeting report by the end of the day.

#### Conclusions:

The group meeting report was completed and successfully uploaded to GitHub.

| Action items | Person responsible | Deadline |
| --- | --- | --- |
| * Made the group meeting report. | Deacon H. Watt | 08/04/2025 |
| * Started on the agile Gantt chart. | Geronimo Gerard P. Yu IV | 08/04/2025 |
| * Uploaded the group meeting report on GitHub. | Shawn M. Peepi | 08/04/2025 |

# Other Information

#### Resources:

Microsoft Word, Google docs, Computers, Gmail

#### Date of next meeting:

08/04/2025