**Project First Class Interior Meeting (Sprint 1)**

**Minutes of the meeting of First-Class Interiors held on 26/10/2022, 2:45pm at Techtorium NZIT.**

**Present: Vincent Glen, Choisy Khairani, Dean Funelas.**

**Absentees: Jia Li**

1. **Daily Agenda**

* Finishing the Product Backlog for the Home/Shop Page using the correct format along with the time and date is required for it to be completed.
* Add User Stories to the Product Backlog.
* Home Page and Shop Page Wireframes to be created
* Evaluate the Time needed to complete the given tasks.
* Test Plan to be conducted for both website pages.

The Test Plan must require the testing of these following things:

1. Home Page: Implementing the projects to the home Page underneath the Navigation bar
2. Shop Page: Implementing a playable video from the website of the design service.
3. Shop Page: Implementing the Purchasable Items into the page.
4. All Pages: Implementing a navigation bar to navigate through pages easily
5. All Pages: Implementing the social media links when clicking on the icons in in the footer.

* If all goes according to plan, we also push all tasks to GitHub.

1. **Assigned Tasks.**

* **Choisy**

● Creating the Product Backlog for both Home/Shop Pages.

● Adding User Stories to the Backlog.

* **Dean**

● Create the Test Log for both pages and test the before stated sections of the Website.

* **Jia**

● Design the Wireframes of the Websites Home and Shop Pages.

* **Vincent**

● Script Todays Minutes

● Assign Tasks to other Group Members.

1. **What was done the day prior?**

* The creation of the Product Backlog had started but was not complete.
* The Wireframe of the Home Page had been Started but was not complete that day.

1. **What is to be done today?**

I would Highly encourage everyone to complete their tasks by either tonight or tomorrow morning so that we may move on to the next two pages.

1. **Concerns?**

* **Choisy**

Worries about Daniels absence on whether he will complete his tasks on time.

* **Dean**
* Worries about Daniels absence on whether he will complete his tasks on time.
* **Vincent**
* Worries about Daniels absence on whether he will complete his tasks on time.

**Next meeting:** The next meeting of First-Class Interiors will be held on27/10/2022, 8:45am at Techtorium NZIT Campus, Level 4

*These minutes have been accepted as a true and accurate record by the board of First-Class Interiors.*