Meeting Minutes

# Weekly Meeting with team/Supervisor

# Meeting No: 11

## Meeting Details

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| Date: | 15/09/20 |
| Venue: | MS Teams |
| Attendees: | Angela Alviano  William Guida  Su-Kuen Koh  Alin Cimpean |
| Apologies: | N/A |

## Information / Decisions

|  |  |
| --- | --- |
| No. | Item |
| 1 | Sprint 2 Planning |
| 2 | Milestone 2 wrapup discussion |
| 3 | Preparation for the presentation of the milestone 2 and unit tests.in the practical |

## Action Items

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| --- | --- | --- | --- |
| No. | Item | Who | By |
| 1 | We discussed what we wanted to have completed for this second sprint coming up. We brought forth what was not completed in the first sprint, and added several items we wish to complete | Team | 15/09/2020 |
| 2 | Started to put the files we need to submit for milestone 2 in one file to make submission easier at the end of the week | Team | 15/09/2020 |
| 3 | In week 8 we need to run our unit tests and conduct a sprint review with Sachin showcasing a trial of our work, so we have put in some work for that. | Team | 15/09/2020 |