Meeting Minutes

# Weekly Meeting with team/Supervisor

# Meeting No: 26

## Meeting Details

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| Date: | 20/10/2021 |
| Venue: | Microsoft Teams |
| Attendees: | Jared Song  Aili Gong  Alexander Aloi  Shannon Dann  Carl Karama |
| Apologies: | N/A |

## Information / Decisions

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| --- | --- |
| No. | Item |
| 1 | Focus should turn towards writing the report and scrum documentation |
| 2 | All user stories pretty much completed – only uploading images for sellers remains |
| 3 | Based on milestone 2 feedback, we need to format our scrum documentation better |
| 4 | Reviews microservice still needs to be refactored |
| 5 | Submission deadline is midnight on the 23rd of October |

## Action Items

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| --- | --- | --- | --- |
| No. | Item | Who | By |
| 1 | Write up final report | Jared | 23/10/2021 |
| 2 | Finish work on front-end for remaining user stories | Aili | 23/10/2021 |
| 3 | Configure deployment with final app | Alexander | 23/10/2021 |
| 4 | Finish up additional tests for transactions | Shannon | 23/10/2021 |
| 5 | Refactor reviews microservice, write up report | Carl | 23/10/2021 |