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| **SEPT Assignment** **Meeting Minutes** |

# **Weekly Scrum Meeting Minutes**

# **Meeting No: 1 Week 1 Meeting 1**

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| **Date:** | 01/03/2017 |
| **Venue:** | 14.6.13 , Swanston St, Melbourne VIC 3000, Australia |
| **Attendees:** | Russell Menezes, Jarod Wright, Anesu Chiodze, Spencer Porteous |
| **Apologies:** | - |
| **Copy To:** | - |

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| **No.** | **Date** | **Discussion** | **Action/Person** |
| **1** | 01/03 | Using GitHub for file sharing, Trello for project management and Facebook for general communication | GitHub, Trello and Facebook chat all set up during meeting |
| **2** | 01/03 | Assigned Scrum master | Spencer assigned as scrum master |
| **3** | 01/03 | Use Java to code the program |  |
| **4** | 01/03 | Use Test Driven Development |  |
| **5** | 01/03 |  |  |
| **6** | 01/03 |  |  |
| **7** | 01/03 |  |  |

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PS: If there is any

No need to sign physically, just needed to share through your task management tool or google drive, so all members would be aware of the minutes, members can request for change in 24 hours if something is not valid or missed.