

Location	Microsoft Teams
Date	06/08/2020
Participants	Paula (s3782041), Ian (s3788210), Josiah (s3782051), David [Taouit] (s3815539), Aqram (s3547091)
Scrum Master	Paula
Product Owner	Josiah
Agenda	<p>Thursday Meeting Agenda:</p> <ol style="list-style-type: none"> <li>1. Ask questions.</li> <li>2. Scrum poker with everyone there.</li> <li>3. Definition of Done (whole product) and revise each sprint.</li> <li>4. Task prioritisation.</li> <li>5. Mockup for navbar and customer profile page.</li> <li>6. Setup gitflow branches.</li> </ol> <p>Questions to ask:</p> <ul style="list-style-type: none"> <li>• Thoughts on developer user stories? Can developer user stories be epics? Do we need acceptance criteria since client/customer won't be using this?</li> <li>• Are these assumptions in our diagrams ok?</li> <li>• Do we assign priorities in the sprint backlog or product backlog? Can they just be high, medium, low?</li> <li>• Can we have 1 DOD for the project and revise it every sprint if we need to?</li> <li>• If an admin adds an employee, can we give them a default password?</li> <li>• For trello management, how do we get around the fact that for each user story, every team member will be assigned to the card? Should we make task cards as well? If so, what do we do about the user story card?</li> <li>• What are we meant to do with the documentation folder on github? What about the documentation on google drive shared with you?</li> <li>• Are we working on Sprint 0 or Sprint 1? Or doesn't matter what we call it?</li> </ul>

1. Ask questions.
  - Questions answered:
  - Developer user stories: It's ok to have large dev user stories (they're not epics). We do need AC for other developers.
  - How to do trello task management: Create individual tasks and link them to the parent user story card. Individuals can be assigned to each card.
  - The rest of the questions have been asked in an email to Sachin.
2. Scrum poker
  - Completed for sprint 1.
  - Recorded in the user story card document and sprint backlog.
  - Used an online tool: <https://scrumpoker.online/>
3. Definition of Done
  - Meet all the functional requirements for that functionality.
  - Pass all tests(unit testing, integration testing, acceptance testing).
  - Deployed into production.
  - Client is satisfied.
4. Task prioritisation
  - Done on trello.
  - Each user story was broken down into smaller tasks and assigned priorities based on the second number after the .
  - Each task has been assigned to at least one person and attached a label.
5. Mockups.
  - Created for login page.
  - Created for customer profile page.
  - Both are put in the drive folder.
6. Set up gitflow branches
  - This will be done by the backend team as they will be the ones starting off the codebase.
  - The atlassian tutorial and lecture material will be used.

**Next meeting:**

- Normal scrum stand-up.

Back-end team should complete:

- DB setup.
- Gitflow branch setup on git repo.
- Customer login endpoint.
- Customer logout endpoint.
- Customer details end point.

Front-End team should complete:

- Login page.
- Dynamic navbar for login/logout

- Customer profile page.

Testing team should complete:

- Investigate unit testing with JUnit and Mockito.