

GoHere App Development Project: Sprint 2 Daily Stand-up

Date: March 4, 2024 Time: 9:00 PM

Attendees:

- Ismail
- Mark
- Yibai Wang
- Jason
- Liang Ma
- Jun Kai
- Ankhjargal

Agenda:

1. Introduction to Sprint 2 Tasks
2. Clarification of Individual Responsibilities
3. Initial Progress Reports
4. Addressing Potential Obstacles
5. Q&A

Notes:

1. Introduction to Sprint 2 Tasks:

- The team discussed the overall goals for Sprint 2, focusing on the development of new features and enhancements based on the outcomes of Sprint 1. The sprint's duration is set from March 4 to March 17, with a strong emphasis on advancing the frontend, backend, and testing processes.

2. Clarification of Individual Responsibilities:

- **Ismail:** Takes on frontend development for CCC07 and manages tasks and priorities using Jira. His role is crucial in keeping the team organized and focused on sprint goals.
- **Mark:** Focuses on developing the Home page and CCC05, ensuring user engagement and accessibility are at the forefront of the design.
- **Yibai Wang:** Shifts focus to testing, responsible for ensuring all new features developed during Sprint 2 meet quality standards.
- **Jason:** Works on backend development for CCC07 and addresses continuous integration fixes, maintaining the app's robustness and scalability.
- **Liang Ma:** Concentrates on CCC05 and prototyping, providing visual and interactive guides to aid the development process.
- **Jun Kai:** Is assigned to work on CCC06, tasked with backend support for the feature's functionality.

- **Ankhjargal:** Tackles CCC03, focusing on developing and testing this component to meet the project's high standards.
- 3. **Initial Progress Reports:**
 - Team members briefly outlined their starting points for the tasks assigned, with most members having set up their development environments and begun initial planning or prototyping.
- 4. **Addressing Potential Obstacles:**
 - The team preemptively discussed potential challenges, such as integration between newly developed features and existing components. A plan was made to address these issues through regular check-ins and collaborative problem-solving sessions.
- 5. **Q&A:**
 - A short Q&A session allowed team members to seek clarification on their tasks and express any concerns about the upcoming sprint's workload and expectations.

Action Items:

- **All Team Members:** Begin work on assigned tasks and prepare for a detailed update in the next meeting.
- **Ismail:** Set up a Jira board for Sprint 2, ensuring tasks are clearly defined and prioritized.
- **Yibai Wang:** Establish a testing framework for newly developed features and continuous integration fixes.

Next Meeting: March 5, 2024, at 9:00 PM

GoHere App Development Project: Sprint 2 Daily Stand-up

Date: March 5, 2024 Time: 9:00 PM

Attendees:

- Ismail
- Mark
- Yibai Wang
- Jason
- Liang Ma
- Jun Kai
- Ankhjargal

Agenda:

1. Updates on Initial Task Progress
2. Addressing Early Sprint Challenges
3. Planning for Upcoming Milestones
4. Collaboration and Support Needs
5. Q&A

Notes:

1. Updates on Initial Task Progress:

- **Ismail** reported the successful setup of the Jira board for Sprint 2, with all tasks now clearly defined and assigned. He has started preliminary work on the frontend for CCC07.
- **Mark** has sketched the initial design for the Home page and outlined the features for CCC05, planning to start development tomorrow.
- **Yibai Wang** is setting up testing environments and creating initial test cases for the features being developed in Sprint 2.
- **Jason** has begun backend development for CCC07 and is identifying areas for continuous integration fixes.
- **Liang Ma** has started prototyping for CCC05, working closely with Mark to align the designs with development plans.
- **Jun Kai** reviewed the requirements for CCC06 and started planning the backend logic.
- **Ankhjargal** has outlined a plan for CCC03, focusing on understanding its scope and integration points.

2. Addressing Early Sprint Challenges:

- A common challenge mentioned was the coordination of frontend and backend work, especially for CCC07 and CCC05. The team agreed on more frequent check-ins between relevant members to ensure alignment.
- 3. **Planning for Upcoming Milestones:**
 - The team discussed setting clear milestones for each task, with a focus on having major components of CCC07, the Home page, and CCC05 ready for preliminary testing by the middle of the sprint.
- 4. **Collaboration and Support Needs:**
 - **Mark and Liang Ma** requested feedback sessions with the team to ensure the Home page and CCC05 designs are user-friendly and align with the project's goals.
 - **Yibai Wang** emphasized the need for clear documentation from developers to aid in creating accurate test cases.
- 5. **Q&A:**
 - The team inquired about the best practices for documenting their progress and challenges in Jira, to which Ismail provided a quick tutorial on effective Jira usage.

Action Items:

- **All Team Members:** Continue with assigned tasks, focusing on reaching the next set of milestones.
- **Ismail, Jason, Jun Kai:** Schedule a meeting to discuss the integration of frontend and backend work for their respective CCCs.
- **Mark, Liang Ma:** Prepare for an initial design review session with the team.

Next Meeting: March 6, 2024, at 9:00 PM

GoHere App Development Project: Sprint 2 Daily Stand-up

Date: March 6, 2024 Time: 9:00 PM

Attendees:

- Ismail
- Mark
- Yibai Wang
- Jason
- Liang Ma
- Jun Kai
- Ankhjargal

Agenda:

1. Progress Updates and Milestone Planning
2. Integration of Frontend and Backend for CCC07
3. Design Review Session Planning
4. Testing Strategy and Documentation
5. Q&A

Notes:

1. Progress Updates and Milestone Planning:

- **Ismail** shared an update on the frontend development for CCC07, with basic layouts now in place. He emphasized the importance of aligning with Jason for backend integration.
- **Mark** has begun the development of the Home page and CCC05, with initial components ready for review.
- **Yibai Wang** announced that the testing environments are fully set up and the first batch of test cases for early features has been prepared.
- **Jason** has made significant progress on the backend for CCC07 and identified key areas for continuous integration improvements.
- **Liang Ma** has completed the first round of prototypes for CCC05 and is ready for the design review session.
- **Jun Kai** outlined the backend services for CCC06, ready to start coding.
- **Ankhjargal** has begun detailed planning for testing CCC03, ensuring thorough coverage.

2. Integration of Frontend and Backend for CCC07:

- A specific discussion was held between **Ismail** and **Jason** on the requirements and timelines for integrating the frontend and backend of CCC07. They plan to coordinate closely to ensure seamless functionality.
- 3. **Design Review Session Planning:**
 - **Mark** and **Liang Ma** have scheduled a design review session for the Home page and CCC05 with the team to gather feedback and make necessary adjustments before proceeding further.
- 4. **Testing Strategy and Documentation:**
 - **Yibai Wang** emphasized the need for clear documentation from the development team to facilitate effective testing. He proposed a template for documenting features and changes that would streamline the creation of test cases.
- 5. **Q&A:**
 - The team discussed strategies for maintaining productivity and focus, sharing tips on time management and task prioritization within the sprint's scope.

Action Items:

- **Ismail and Jason:** Formalize a plan for the integration of frontend and backend for CCC07, sharing a timeline with the team.
- **Mark and Liang Ma:** Conduct the design review session, collecting feedback to refine the Home page and CCC05.
- **Jun Kai:** Start the backend development for CCC06, keeping in mind integration points with the frontend.
- **Yibai Wang:** Share the documentation template with the team and start documenting features for testing.

Next Meeting: March 7, 2024, at 9:00 PM

GoHere App Development Project: Sprint 2 Daily Stand-up

Date: March 7, 2024 Time: 9:00 PM

Attendees:

- Ismail
- Mark
- Yibai Wang
- Jason
- Liang Ma
- Jun Kai
- Ankhjargal

Agenda:

1. Feedback from Design Review Session
2. Updates on CCC07 Frontend and Backend Integration
3. Progress on Backend Development for CCC04
4. Documentation and Testing Updates
5. Q&A

Notes:

1. **Feedback from Design Review Session:**
 - **Mark and Liang Ma** presented feedback from the design review session. The Home page and CCC05 received positive remarks, with minor suggestions for enhancing user interaction and accessibility.
 - They plan to implement the feedback over the next two days and finalize the designs.
2. **Updates on CCC07 Frontend and Backend Integration:**
 - **Ismail and Jason** discussed their integration plan for CCC07, highlighting a successful preliminary merge of frontend and backend components. They're addressing minor bugs and ensuring the feature meets functional requirements.
3. **Progress on Backend Development for CCC04:**
 - **Jun Kai** updated the team on the backend logic for CCC04, indicating steady progress and a focus on preparing for integration with the frontend. He has outlined the necessary APIs and is working on database schema adjustments.
4. **Documentation and Testing Updates:**
 - **Yibai Wang** introduced the documentation template to the team, which was well-received. He has begun documenting the features developed so far and aligning test cases with the latest updates.
 - Emphasis was placed on the importance of clear documentation for efficient testing and quality assurance.
5. **Q&A:**
 - The session concluded with a Q&A, where team members clarified doubts about the upcoming tasks and integration processes. There was a particular focus on ensuring that all components are prepared for user testing towards the end of the sprint.

Action Items:

- **Mark and Liang Ma:** Implement design feedback for the Home page and CCC05.
- **Ismail and Jason:** Finalize the integration of CCC07, focusing on bug fixes and performance optimization.
- **Jun Kai:** Continue backend development for CCC06, preparing for upcoming integration with the frontend.
- **Yibai Wang:** Update test cases based on the latest feature documentation and start preliminary testing on early features.

Next Meeting: March 8, 2024, at 9:00 PM

GoHere App Development Project: Sprint 2 Daily Stand-up

Date: March 8, 2024 Time: 9:00 PM

Attendees:

- Ismail
- Mark
- Yibai Wang
- Jason
- Liang Ma
- Jun Kai
- Ankhjargal

Agenda:

1. Update on Design Review Session
2. Progress on Integration Tasks
3. Testing Documentation and Strategies
4. Q&A

Notes:

1. **Update on Design Review Session:**
 - **Mark** and **Liang Ma** provided an overview of the feedback received during the design review session for the Home page and CCC05. The feedback was overwhelmingly positive, with minor suggestions for improvement that they plan to implement.
2. **Progress on Integration Tasks:**
 - **Ismail** and **Jason** discussed their ongoing efforts to integrate the frontend and backend for CCC07. They reported good progress and anticipate a working prototype by the next meeting.
 - **Mark** noted that the integration of the Home page features is on track, with special attention to user experience enhancements based on the design review feedback.
3. **Testing Documentation and Strategies:**
 - **Yibai Wang** shared the testing documentation template with the team and received positive feedback on its potential to streamline the testing process. He has begun documenting features for CCC07 and the Homepage and is coordinating with **Ankhjargal** to ensure comprehensive coverage for CCC03 and CCC06.
4. **Q&A:**
 - The team discussed potential bottlenecks in the upcoming integration phases, especially concerning data management and user experience consistency across new features. Strategies for preemptive troubleshooting were shared.

Action Items:

- **Jun Kai:** Adjust focus to CCC06, outlining backend requirements and starting development.
- **Mark and Liang Ma:** Implement feedback from the design review session into the Home page and CCC05.
- **Ismail and Jason:** Continue integration efforts for CCC07, aiming for a working prototype to demonstrate in the next few days.
- **Yibai Wang and Ankhjargal:** Collaborate on finalizing testing strategies and documentation for CCC07, the Home page, CCC05, and CCC06.

Next Meeting: March 9, 2024, at 9:00 PM

GoHere App Development Project: Sprint 2 Daily Stand-up

Date: March 9, 2024 Time: 9:00 PM

Attendees:

- Ismail
- Mark
- Yibai Wang
- Jason
- Liang Ma
- Jun Kai
- Ankhjargal

Agenda:

1. Progress Updates on Key Tasks
2. Resolution of Integration Challenges
3. Testing Documentation Updates
4. Preparations for Mid-Sprint Review
5. Q&A

Notes:

1. **Progress Updates on Key Tasks:**
 - **Ismail** reported that the frontend for CCC07 is nearly complete, with integration into the backend ongoing. A working prototype is expected soon.
 - **Mark** has implemented the design feedback for the Home page and CCC05, with both nearing completion for initial testing.
 - **Jun Kai** has made significant progress on CCC06, detailing the backend architecture needed to support the feature.
2. **Resolution of Integration Challenges:**

- **Jason** and **Ismail** have overcome some initial hurdles in integrating the frontend and backend for CCC07, finding solutions to ensure smooth data flow and user interactions.
- They shared insights on resolving these challenges, emphasizing the importance of clear communication and frequent testing.
- 3. **Testing Documentation Updates:**
 - **Yibai Wang** has updated the testing documentation with the latest feature implementations, preparing detailed test cases for CCC07, the Home page, and CCC05.
 - **Ankhjargal** is closely working with Yibai to ensure all testing protocols are ready for CCC03 and CCC06, highlighting the importance of comprehensive testing coverage.
- 4. **Preparations for Mid-Sprint Review:**
 - The team discussed the upcoming mid-sprint review, planning to evaluate the progress against the sprint goals and to adjust the project roadmap as necessary.
 - Each member will prepare a brief report on their progress, challenges, and next steps for their respective tasks.
- 5. **Q&A:**
 - Questions were raised about the readiness of the features for user feedback sessions, with a plan to gather preliminary feedback on the Home page and CCC05 after the mid-sprint review.

Action Items:

- **Ismail and Jason:** Finalize the prototype for CCC07 and prepare for integration testing.
- **Mark, Liang Ma:** Ready the Home page and CCC05 for preliminary user feedback sessions.
- **Jun Kai:** Continue with backend development for CCC06, ensuring readiness for upcoming integration.
- **Yibai Wang, Ankhjargal:** Finalize testing strategies and documentation for all current sprint features, preparing for comprehensive testing post mid-sprint review.

Next Meeting: March 10, 2024, at 9:00 PM

GoHere App Development Project: Sprint 2 Daily Stand-up

Date: March 10, 2024 Time: 9:00 PM

Attendees:

- Ismail
- Mark
- Yibai Wang
- Jason
- Liang Ma

- Jun Kai
- Ankhjargal

Agenda:

1. Final Preparations for Mid-Sprint Review
2. Review of Current Progress on Tasks
3. Discussion on Upcoming Testing Phases
4. Coordination for Integrated Feature Testing
5. Q&A

Notes:

1. Final Preparations for Mid-Sprint Review:

- The team finalized their individual reports for the mid-sprint review, highlighting achievements, challenges, and plans for the remainder of the sprint. The review aims to assess the progress and realign the team's focus to ensure sprint goals are met.

2. Review of Current Progress on Tasks:

- **Ismail** has completed the frontend for CCC07, and integration with the backend is in the final stages. He's preparing for a demonstration during the mid-sprint review.
- **Mark** and **Liang Ma** are ready to showcase the Home page and CCC05, with both features now in a testable state.
- **Jun Kai** has made significant advancements on CCC06, detailing his approach for the backend logic and integration requirements.
- **Jason** discussed the continuous integration fixes implemented for CCC07, improving the backend's stability and performance.

3. Discussion on Upcoming Testing Phases:

- **Yibai Wang** outlined the testing phases for the newly developed features, emphasizing the need for rigorous testing to ensure quality and reliability. He also mentioned the preparation for user acceptance testing based on the documentation and test cases developed.
- **Ankhjargal** is coordinating the testing schedule, ensuring that resources and environments are ready for a smooth testing phase.

4. Coordination for Integrated Feature Testing:

- The team discussed the importance of closely coordinated efforts between developers and testers to address any issues that arise during the testing phases. There's a planned focus on integration testing to ensure that all components work seamlessly together.

5. Q&A:

- Queries were raised about the specific areas of focus for the upcoming testing phases, with an emphasis on identifying and addressing potential integration challenges early.

Action Items:

- **All Team Members:** Finalize preparations for the mid-sprint review, ensuring all materials and demonstrations are ready.
- **Yibai Wang and Ankhjargal:** Finalize the testing schedule, detailing specific tests for each feature and coordinating with developers for necessary support.
- **Developers (Ismail, Mark, Jason, Jun Kai, Liang Ma):** Prepare for immediate feedback implementation post mid-sprint review to address any highlighted issues before testing begins.

Next Meeting: Mid-Sprint Review on March 11, 2024

GoHere App Development Project: Sprint 2 Mid-Sprint Review

Date: March 11, 2024 Time: 9:00 PM

Attendees:

- Ismail
- Mark
- Yibai Wang
- Jason
- Liang Ma
- Jun Kai
- Ankhjargal

Agenda:

1. Presentation of Work Completed
2. Assessment of Progress Against Goals
3. Feedback and Discussion on Each Task
4. Adjustments and Planning for the Rest of the Sprint
5. Q&A

Meeting Highlights:

1. **Presentation of Work Completed:**
 - **Ismail** showcased the frontend for CCC07, demonstrating the integration with the backend developed by **Jason**. The collaboration resulted in a seamless user experience for the new feature.
 - **Mark** and **Liang Ma** revealed the updated Home page and CCC05, highlighting the improvements made based on preliminary feedback and design review insights.
 - **Jun Kai** presented his progress on CCC06, outlining the backend functionalities that support the feature and plans for integration with the frontend.

- **Yibai Wang** discussed the testing strategies formulated for the sprint's features, emphasizing the comprehensive coverage and preparation for user acceptance testing.
- 2. **Assessment of Progress Against Goals:**
 - The team reviewed the sprint's objectives, concluding that significant progress has been made on all fronts. Key features are on track, with most development and initial testing phases either completed or well underway.
- 3. **Feedback and Discussion on Each Task:**
 - Feedback was predominantly positive, with constructive suggestions for minor improvements. The discussion focused on enhancing user experience, optimizing performance, and ensuring robust testing for all features.
- 4. **Adjustments and Planning for the Rest of the Sprint:**
 - Based on the mid-sprint review feedback, the team agreed on specific adjustments to the remaining tasks. The focus for the second half of the sprint will be on finalizing development, conducting thorough testing, and preparing for user acceptance testing.
 - **Ankhjargal** will lead the coordination of testing efforts, working closely with **Yibai Wang** to ensure all features undergo rigorous evaluation before the sprint's end.
- 5. **Q&A:**
 - The team engaged in a Q&A session to clarify the next steps, particularly around testing protocols and the integration of feedback. There was a strong emphasis on maintaining open communication to address any issues promptly.

Action Items:

- **All Developers:** Implement the feedback received during the review to refine and finalize the features.
- **Yibai Wang and Ankhjargal:** Proceed with the outlined testing phases, ensuring to communicate any issues or concerns that arise.
- **Team:** Prepare for user acceptance testing by gathering a group of potential users and setting up scenarios that cover all new features.

Next Steps:

- Continue with development and testing as planned, with an aim to complete all sprint tasks by March 17, 2024.

GoHere App Development Project: Sprint 2 Daily Stand-up

Date: March 12, 2024 Time: 9:00 PM

Attendees:

- Ismail
- Mark

- Yibai Wang
- Jason
- Liang Ma
- Jun Kai
- Ankhjargal

Agenda:

1. Implementation of Mid-Sprint Review Feedback
2. Progress Updates on Development and Testing
3. Addressing Any New Challenges
4. Q&A

Notes:

1. **Implementation of Mid-Sprint Review Feedback:**
 - **Ismail** and **Jason** have started integrating the feedback for CCC07, focusing on enhancing the user interface and backend performance.
 - **Mark** and **Liang Ma** are refining the Home page and CCC05, particularly improving navigation and accessibility based on the review suggestions.
 - **Jun Kai** is optimizing backend functionalities for CCC06 to ensure better efficiency and scalability.
2. **Progress Updates on Development and Testing:**
 - **Yibai Wang** reported that testing for CCC07, the Home page, and CCC05 is progressing well, with a few issues identified and currently being addressed.
3. **Addressing Any New Challenges:**
 - A challenge was identified in ensuring consistency across different devices and platforms, particularly for the Home page. **Mark** is leading an effort to address these responsive design concerns with input from **Liang Ma**.
 - **Jason** noted some complexities in managing backend scalability with the integration of new features, seeking assistance from **Jun Kai** for a collaborative solution.
4. **Q&A:**
 - The team asked about the timeline for resolving current testing issues and the specific focus areas for the remaining development days before the sprint concludes. Discussions also touched on optimizing daily stand-ups to enhance productivity and focus.

Action Items:

- **Developers:** Focus on resolving identified issues from testing and feedback, with a priority on tasks critical for user acceptance testing.
- **Yibai Wang and Ankhjargal:** Coordinate closely to ensure testing covers all critical functionalities and user scenarios.

- **Team:** Contribute to the preparation for user acceptance testing, ensuring materials and environments are ready.

Next Meeting: March 13, 2024, at 9:00 PM

GoHere App Development Project: Sprint 2 Daily Stand-up

Date: March 13, 2024 Time: 9:00 PM

Attendees:

- Ismail
- Mark
- Yibai Wang
- Jason
- Liang Ma
- Jun Kai
- Ankhjargal

Agenda:

1. Updates on Issue Resolution and Finalization of Features
2. Progress on Preparations for User Acceptance Testing
3. Review of Testing Coverage and Identified Issues
4. Final Adjustments Before User Acceptance Testing
5. Q&A

Notes:

1. **Updates on Issue Resolution and Finalization of Features:**
 - **Ismail** confirmed that the frontend adjustments for CCC07 are complete, with enhanced usability features now integrated.
 - **Mark** has addressed the responsive design issues for the Home page, ensuring consistency across devices.
 - **Jun Kai** updated that backend optimizations for CCC06 are finalized, with improved scalability to handle increased loads.
2. **Progress on Preparations for User Acceptance Testing:**
 - **Ankhjargal** detailed the user acceptance testing (UAT) plan, including schedules, participant guidelines, and the feedback collection process. The team is ready to initiate UAT with a focused approach on gathering actionable insights.
 - **Yibai Wang** reported that all necessary testing environments are set up and that preliminary tests have helped refine the scenarios for UAT.
3. **Review of Testing Coverage and Identified Issues:**

- **Yibai Wang** shared that testing coverage for all features is comprehensive, with minor bugs identified in CCC05 being the last to resolve. Coordination with **Mark** and **Liang Ma** is ongoing for swift resolution.
 - **Jason** noted the backend's readiness for UAT, emphasizing that continuous monitoring will be crucial during the testing phase to quickly address any backend-related issues.
4. **Final Adjustments Before User Acceptance Testing:**
- The team discussed the importance of the next few days being focused on making final adjustments and ensuring that all features are polished and ready for user feedback.
 - **Liang Ma** highlighted the completion of all design-related adjustments, affirming the project's readiness from a visual and user experience standpoint.
5. **Q&A:**
- The discussion included queries about the process for incorporating user feedback post-UAT and the timeline for implementing any changes based on this feedback. The team also explored strategies for effective communication during UAT to ensure all team members are updated on feedback in real-time.

Action Items:

- **All Team Members:** Finalize preparations for UAT, ensuring all features are polished and any identified bugs are resolved.
- **Ankhjargal and Yibai Wang:** Lead the execution of the UAT plan, coordinating closely with developers and designers to address feedback promptly.
- **Team:** Remain responsive and available during UAT to make necessary adjustments based on user feedback.

Next Meeting: March 14, 2024, at 9:00 PM

GoHere App Development Project: Sprint 2 Daily Stand-up

Date: March 15, 2024 Time: 9:00 PM

Attendees:

- Ismail
- Mark
- Yibai Wang
- Jason
- Liang Ma
- Jun Kai
- Ankhjargal

Agenda:

1. Addressing Immediate Issues Identified
2. Coordination for Quick Turnaround on Feedback
3. Final Push for Sprint 2 Completion
4. Q&A

Notes:

1. **Coordination for Quick Turnaround on Feedback:**
 - The team discussed strategies for a swift response to UAT feedback, prioritizing issues based on impact and feasibility within the sprint's remaining timeframe. The goal is to implement critical feedback before the sprint ends.
2. **Final Push for Sprint 2 Completion:**
 - With Sprint 2 nearing its end, the team is focused on maximizing the remaining time to refine and polish all features. **Jason** emphasized the backend's stability and scalability as key to supporting the newly integrated features effectively.
3. **Q&A:**
 - Queries were raised about the scheduling of tasks for addressing UAT feedback and the potential need for additional sessions to validate the implemented changes. The team agreed on the importance of being adaptable in the sprint's final days.

Action Items:

- **Ismail:** Address navigation issues in CCC07 as identified in UAT feedback.
- **Jun Kai:** Resolve the backend performance bugs in CCC06 urgently.
- **Mark and Liang Ma:** Make the suggested visual enhancements to the Home page for better user experience.
- **All Team Members:** Stay aligned and responsive to quickly implement changes based on UAT feedback.

Next Meeting: March 16, 2024, at 9:00 PM

GoHere App Development Project: Sprint 2 Closing Meeting

Date: March 17, 2024 Time: 9:00 PM

Attendees:

- Ismail
- Mark
- Yibai Wang
- Jason
- Liang Ma
- Jun Kai

- Ankhjargal

Agenda:

1. Review of Sprint 2 Goals and Achievements
2. Reflection on the Sprint Process and Team Collaboration
3. Planning for Post-Sprint Activities and Next Steps
4. Q&A

Meeting Highlights:

1. **Review of Sprint 2 Goals and Achievements:**
 - The team successfully completed all Sprint 2 goals, including the development and integration of CCC07, enhancements to the Home page, finalization of CCC05, and backend improvements for CCC06. The team's ability to address and implement mid-sprint feedback significantly contributed to these achievements.
2. **Reflection on the Sprint Process and Team Collaboration:**
 - The team reflected on the sprint process, noting improvements in collaboration and communication compared to Sprint 1. The use of Jira for task management by **Ismail** was particularly commended for keeping the team organized and focused.
 - Challenges were discussed, including the need for more efficient integration testing processes and the management of workload to prevent burnout.
3. **Planning for Post-Sprint Activities and Next Steps:**
 - **Jason** proposed a session to review and plan for backend scalability enhancements to support the upcoming features in future sprints.
 - The team agreed on conducting a sprint retrospective to evaluate the processes and teamwork further and to plan for improvements in Sprint 3.
4. **Q&A:**
 - The team discussed potential strategies for addressing the feedback and challenges identified during Sprint 2, focusing on areas for continuous improvement. Questions were raised about resource allocation for the identified enhancements and the timeline for implementing changes before Sprint 3 begins.

Action Items:

- **All Team Members:** Participate in the sprint retrospective to share insights and suggestions for improvement. specific tasks assigned for enhancing CCC07 and optimizing CCC06.
- **Team:** Prepare for Sprint 3, including setting clear goals, re-evaluating the workload distribution, and improving integration testing processes.