

**GoHere App Development Project: Sprint 3 Kick-off Meeting** *Date: March 18, 2024 Time: 9:00 PM*

**Attendees:**

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

**Agenda:**

1. Introduction to Sprint 3 Goals
2. Assignment of Tasks and Initial Planning
3. Discussion of Strategy and Collaboration Methods
4. Establishing Communication Protocols and Milestones
5. Q&A

**Notes:**

**1. Introduction to Sprint 3 Goals:**

- The goal for Sprint 3 is to focus on resolving bugs, enhancing integration, and continuing the development of backend and frontend functionalities. The team aims to build upon the foundations laid in the previous sprints to deliver a robust and user-friendly application.

**2. Assignment of Tasks and Initial Planning:**

- **Ismail** is tasked with bug fixes and integration, ensuring that the features operate seamlessly within the app environment.
- **Mark** will focus on developing the home page navigation functionality, with an emphasis on intuitive user experience.
- **Jason** is assigned to the backend development for CCC02, focusing on stability and integration with the frontend.
- **Liang Ma** takes on the backend development for CCC05, tasked with creating the services required for this feature.
- **Jun Kai** is responsible for implementing the map pin functionality, a key feature expected to improve user interaction with the app.
- **Ankhjargal** is in charge of backend development for CCC03, ensuring the backend logic meets the specified requirements.

**3. Discussion of Strategy and Collaboration Methods:**

- The team discussed strategies for tackling bugs and integrating features, highlighting the importance of cross-functional collaboration.
- There was an agreement to maintain frequent communication and to utilize tools like Jira more effectively to track progress and dependencies.

4. **Establishing Communication Protocols and Milestones:**

- Daily stand-up meetings were scheduled to ensure the team remains aligned on the project's progress.
- Milestones were set for each feature, with intermediate deadlines to ensure timely completion.

5. **Q&A:**

- Team members clarified their understanding of the tasks and discussed potential challenges they might face during the sprint.
- Ismail proposed a weekly integration testing session to identify and resolve integration issues early on.

**Action Items:**

- **All Team Members:** Begin work on assigned tasks and adhere to set milestones.
- **Mark, Jason, Liang Ma, Jun Kai, Ankhjargal:** Provide initial status reports by the next stand-up meeting.

**Next Meeting:** March 19, 2024, at 9:00 PM

**GoHere App Development Project: Sprint 3 Daily Stand-up** *Date: March 19, 2024 Time: 9:00 PM*

**Attendees:**

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

**Agenda:**

1. Task Progress Updates
2. Identification of Early Blockers
3. Collaborative Efforts and Assistance Requests
4. Q&A

**Notes:**

**1. Task Progress Updates:**

- **Ismail** reported setting up a comprehensive bug tracking system and began addressing known bugs from previous sprints. He also outlined the integration testing schedule.
- **Mark** shared his progress on the home page navigation, having completed an initial design layout and begun coding the functionality.
- **Jason** dove into the backend work for CCC02, focusing on data handling and API endpoints.
- **Liang Ma** started on CCC05's backend services, ensuring that it would support the feature's expected functionalities.
- **Jun Kai** outlined his approach for the map pin functionality and set up his development environment for immediate start.
- **Ankhjargal** reviewed the requirements for CCC03 and began backend development, laying out the foundation for this component.

**2. Identification of Early Blockers:**

- **Ismail** and **Jason** raised concerns about potential delays due to complex bug fixes and integration tests. They planned a joint session to tackle these issues.
- **Mark** noted the need for feedback on the home page's user flow to ensure it aligns with user expectations.

**3. Collaborative Efforts and Assistance Requests:**

- **Jun Kai** requested input from **Liang Ma** regarding user interface implications for the map pin functionality.
- **Ankhjargal** sought early feedback from **Ismail** on backend-to-frontend communication for CCC03 to streamline integration later on.

**4. Q&A:**

- The team discussed how to effectively use the bug tracking system for reporting and prioritizing issues.
- Queries were made about the availability of additional resources to assist with the integration efforts, with plans to review the resource allocation in the upcoming days.

**Action Items:**

- **Ismail:** Continue to work on bug fixes and lead the upcoming integration testing.
- **Mark:** Complete the home page navigation functionality and prepare for team feedback.
- **Jason, Liang Ma, Jun Kai, Ankhjargal:** Proceed with the development tasks and prepare for the first round of integration tests.

**Next Meeting:** March 20, 2024, at 9:00 PM

**GoHere App Development Project: Sprint 3 Daily Stand-up** *Date: March 20, 2024 Time: 9:00 PM*

**Attendees:**

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

**Agenda:**

1. Review of Individual Task Progress
2. Coordination for Upcoming Integration Testing
3. Addressing and Prioritizing Bug Fixes
4. Feedback Session Planning for the Home Page Navigation
5. Q&A

**Notes:**

**1. Review of Individual Task Progress:**

- **Ismail** has fixed several critical bugs and is in the process of verifying the fixes. He has also refined the integration test cases based on the recent bug fixes.
- **Mark** has integrated initial feedback into the home page navigation and is prepping for a wider review from the team.
- **Jason** is making headway with the CCC02 backend, now focusing on refining aspects of the data endpoints.
- **Liang Ma** has the backend for CCC05 taking shape, with core services up and running in a development environment.
- **Jun Kai** reported a productive session with Liang Ma, leading to a well-defined interface for the map pin feature.
- **Ankhjargal** has established a solid backend framework for CCC03 and is ready to begin integration testing.

**2. Coordination for Upcoming Integration Testing:**

- **Ismail** called for all developers to prepare their features for the first integration testing session, scheduled for later in the week.
- A checklist was created to ensure all components are ready and compatible for the integration tests.

**3. Addressing and Prioritizing Bug Fixes:**

- **Ismail** emphasized the need for timely resolution of bugs, especially those affecting the app's core functionalities.

4. **Feedback Session Planning for the Home Page Navigation:**
  - **Mark** scheduled a feedback session for the home page navigation to ensure usability and design are in line with user expectations.
  - The team was invited to participate and provide their insights during this session.
5. **Q&A:**
  - The team discussed the balance between new feature development and bug fixing, with an emphasis on quality assurance.
  - **Ismail** and **Jason** requested a brief session to discuss integrating their work more closely to streamline the process.

**Action Items:**

- **All Developers:** Ensure features are ready for the integration testing session.
- **Mark:** Facilitate the feedback session for the home page navigation.
- **Jason, Liang Ma, Jun Kai, Ankhjargal:** Continue to refine backend services and prepare for integration tests.

**Next Meeting:** March 21, 2024, at 9:00 PM

---

**GoHere App Development Project: Sprint 3 Daily Stand-up** *Date: March 21, 2024 Time: 9:00 PM*

**Attendees:**

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

**Agenda:**

1. Progress on Bug Fixing and Feature Development
2. Outcomes from the Home Page Navigation Feedback Session
3. Preparations for the Integration Testing Session
4. Prioritization of Tasks for the Coming Week
5. Q&A

**Notes:**

1. **Progress on Bug Fixing and Feature Development:**
  - **Ismail** confirmed the stabilization of several features post-bug fixes and is currently ensuring all new fixes do not introduce additional issues.

- **Mark** presented the home page navigation enhancements based on the latest feedback, noting increased user experience satisfaction.
  - **Liang Ma** announced that the core services for CCC05 are now fully functional, with additional features slated for the next phase of development.
  - **Jun Kai** has developed a prototype for the map pin feature, ready for initial integration testing.
  - **Ankhjargal** reported successful preliminary tests for the CCC03 backend and is working with Ismail to ensure smooth integration.
2. **Outcomes from the Home Page Navigation Feedback Session:**
- The feedback session led by **Mark** was constructive, with team members providing actionable suggestions to improve navigational elements and overall layout design.
  - Plans are in place to implement this feedback in the coming days.
3. **Preparations for the Integration Testing Session:**
- **Ismail** has coordinated with all developers to finalize their preparations for the integration testing session, ensuring that each component is in a testable state.
  - A comprehensive test plan has been distributed to the team, detailing the scope and sequence of the integration tests.
4. **Prioritization of Tasks for the Coming Week:**
- With the sprint's mid-point approaching, the team discussed prioritizing tasks that will have the most significant impact on the project's milestones.
  - **Jason** and **Liang Ma** called for an increased focus on backend stability as more features are brought online.
5. **Q&A:**
- The team sought clarification on the testing environments and the availability of resources for the integration testing.
  - **Ankhjargal** requested a quick round-up at the end of each day during the integration testing phase to address any immediate issues.

**Action Items:**

- **All Developers:** Finalize features for integration testing and review the comprehensive test plan.
- **Mark:** Implement feedback from the session and update the home page navigation accordingly.
- **Jason, Liang Ma, Jun Kai, Ankhjargal:** Prepare for detailed integration testing and be ready to address issues quickly.

**Next Meeting:** March 22, 2024, at 9:00 PM

**GoHere App Development Project: Sprint 3 Daily Stand-up** *Date: March 22, 2024 Time: 9:00 PM*

## Attendees:

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

## Agenda:

1. Feedback on Initial Round of Integration Testing
2. Resolution of Issues Arising from Testing
3. Progress Update on Feature Development
4. Coordination for Remaining Testing Activities
5. Q&A

## Notes:

1. **Resolution of Issues Arising from Testing:**
  - **Jason** reported a couple of backend-related issues that surfaced during the testing. He's already working on the fixes and will push updates by tomorrow.
  - **Liang Ma** identified a service dependency in CCC05 that needs to be refined for better performance under load.
2. **Progress Update on Feature Development:**
  - **Mark** has made the necessary updates to the home page navigation based on the feedback session and is now conducting a follow-up review to ensure all changes have been positively received.
  - **Ankhjargal** has started integrating CCC03 with the frontend, expecting to have a demo ready for the next testing session.
3. **Coordination for Remaining Testing Activities:**
  - With several days of sprint work remaining, **Ismail** outlined the schedule for the remaining integration tests, emphasizing the need for efficient debugging and resolution processes.
4. **Q&A:**
  - **Jun Kai** sought advice on the best practices for quick UI adjustments that align with user expectations, sparking a brief knowledge-sharing session.
  - **Ankhjargal** requested a short tutorial on advanced debugging techniques from **Jason**, which was scheduled for the following day.

## Action Items:

- **Jason and Liang Ma:** Address backend issues identified during integration testing.
- **Mark:** Validate updates with a follow-up review and prepare for the next round of feedback.

- **Jun Kai:** Make UI tweaks to the map pin feature as identified in testing.
- **Ankhjargal:** Continue CCC03 integration efforts and prepare a demo for the next test session.
- **Ismail:** Organize the next round of integration tests and lead the resolution of flagged action items.

**Next Meeting:** March 23, 2024, at 9:00 PM

**GoHere App Development Project: Sprint 3 Daily Stand-up** *Date: March 23, 2024 Time: 9:00 PM*

**Attendees:**

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

**Agenda:**

1. Review of Current Progress on Sprint Goals
2. Addressing and Troubleshooting Recent Integration Issues
3. Finalizing Features for End-of-Sprint Testing
4. Coordination for Sprint Review Preparations
5. Q&A

**Notes:**

1. **Review of Current Progress on Sprint Goals:**
  - **Ismail** presented an update on the integration process, noting that most features are now well-integrated, with only a few minor bugs left to squash.
  - **Mark** reported the home page navigation functionality is working smoothly and has received positive feedback from the latest user experience tests.
  - **Jason** stated the backend for CCC02 is now robust after the recent fixes, handling stress tests successfully.
  - **Liang Ma** has finalized the backend features for CCC05, ensuring they are aligned with the front-end expectations and ready for final review.
  - **Jun Kai** discussed the positive reception of the map pin feature updates and confirmed readiness for end-of-sprint demonstrations.
  - **Ankhjargal** announced that CCC03's backend is fully operational and seamlessly integrated with the corresponding frontend components.



## 2. Coordination for Sprint Review Preparations:

- Preparations for the sprint review were discussed, with each team member tasked with documenting their accomplishments and any challenges faced for presentation.
- **Ismail** scheduled a rehearsal for the sprint review to ensure that the team's presentations are concise and informative.

## 3. Q&A:

- The team engaged in a Q&A session to clarify expectations for the sprint review and the status of pending tasks.
- **Mark** inquired about the protocol for documenting user feedback and how it should be presented during the sprint review.

### Action Items:

- **All Team Members:** Ensure all features are finalized and polished for the end-of-sprint review.
- **Ismail:** Coordinate the final round of integration tests and sprint review rehearsals.
- **Mark, Jason, Liang Ma, Jun Kai, Ankhjargal:** Prepare documentation and presentations for the sprint review.

**Next Meeting:** March 24, 2024, at 9:00 PM

**GoHere App Development Project: Sprint 3 Daily Stand-up** *Date: March 24, 2024 Time: 9:00 PM*

### Attendees:

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

### Agenda:

1. Final Checks and Testing Before Sprint Review
2. Rehearsal for Sprint Review Presentations
3. Documentation Finalization and Knowledge Sharing
4. Addressing Last-Minute Bugs and Features
5. Q&A

### Notes:

1. **Final Checks and Testing Before Sprint Review:**

- **Ismail** confirmed that all major bugs have been resolved and noted that the system is stable heading into the sprint review.
- **Mark** successfully implemented the last round of feedback on the home page navigation and is now focused on documenting .
- **Jason** reported that backend systems for CCC02, are performing well under load after the latest optimizations.
- **Liang Ma** completed a detailed walkthrough of the CCC05 backend features for the team, ensuring that everyone is aware of the functionality and integration points.
- **Jun Kai** has finished refining the map pin functionality, including minor UI enhancements based on the latest input.
- **Ankhjargal** is prepared for the sprint review with a complete integration of CCC03, reporting no significant issues during final testing.

2. **Rehearsal for Sprint Review Presentations:**

- A rehearsal session was held, with each team member presenting a summary of their work to ensure clarity and conciseness for the actual review.
- Feedback was given to fine-tune the presentations, with an emphasis on highlighting key achievements and learning experiences.

3. **Documentation Finalization and Knowledge Sharing:**

- **Ismail** emphasized the importance of thorough documentation, urging the team to finalize all documentation related to their sprint tasks.
- The team agreed to share knowledge on both successful strategies and areas that required more effort to help plan for improvements in the next sprint.

4. **Addressing Last-Minute Bugs and Features:**

- As the sprint draws to a close, **Ismail** addresses the protocol for any last-minute bugs, ensuring they are logged and triaged appropriately.
- The team was encouraged to continue pushing for final feature completions, with **Jason** and **Jun Kai** working on final tweaks following the rehearsal feedback.

5. **Q&A:**

- none

**Action Items:**

- **All Team Members:** Finalize documentation and ensure readiness for the sprint review.
- **Ismail:** Organize the final sprint review agenda and ensure all last-minute issues are recorded.

**GoHere App Development Project: Sprint 3 Functionality Demonstration** *Date: March 25, 2024 Time: 9:00 PM*

**Attendees:**

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

**Agenda:**

1. Demonstration of Completed Features
2. Evaluation of Feature Performance and Integration
3. Gathering Feedback for Final Sprint Adjustments
4. Discussing Potential Improvements Pre-Sprint Review
5. Q&A

**Notes:**

**1. Demonstration of Completed Features:**

- **Ismail** facilitated a showcase of all the features completed during Sprint 3, starting with his integration improvements which have led to a more seamless user experience.
- **Mark** demonstrated the enhanced home page navigation, illustrating the flow and responsiveness of the new design.
- **Jason** presented the robust backend and frontend for CCC02, demonstrating improved data handling..
- **Liang Ma** provided an overview of the backend services for CCC05, showcasing the new functionality and how it integrates with the frontend.
- **Jun Kai** revealed the map pin functionality with a live demonstration, highlighting ease of use and accuracy.
- **Ankhjargal** walked the team through the CCC03 backend, detailing the logic and its seamless integration with the frontend elements.

**2. Evaluation of Feature Performance and Integration:**

- Each feature was critically evaluated by the team for performance and integration with existing app components.
- Real-time feedback was provided, focusing on optimizing user interaction and system efficiency.

**3. Gathering Feedback for Final Sprint Adjustments:**

- Feedback was actively solicited from all team members, with an open discussion on each feature's strengths and areas for improvement.

- The team engaged in a constructive critique, aiming to refine the features further before the sprint review.
- 4. **Discussing Potential Improvements Pre-Sprint Review:**
  - There was a collective brainstorming session on how to address the feedback received during the demonstrations.
  - **Ismail** prioritized the feedback and assigned tasks for improvements to be made in the remaining days of the sprint.
- 5. **Q&A:**
  - **Mark** inquired about additional testing for the new home page navigation.

#### Action Items:

- **All Team Members:** Implement improvements based on the feedback received during the functionality demonstrations.
- **Ismail:** Organize a follow-up session to review the improvements and ensure all actions are completed before the sprint review.
- **Mark, Jason, Liang Ma, Jun Kai, Ankhjargal:** Make final adjustments to their features and prepare for any additional testing if required.

---

GoHere App Development Project: Sprint 3 Follow-up Functionality Improvement Session *Date: March 26, 2024 Time: 9:00 PM*

#### Attendees:

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

#### Agenda:

1. Review of Improvements Based on Previous Feedback
2. Assessment of Feature Readiness for Sprint Review
3. Finalization of Documentation and Presentation Materials
4. Coordination for Sprint Review Rehearsal
5. Q&A

#### Notes:

1. Review of Improvements Based on Previous Feedback:

- Ismail showcased the latest integration enhancements, highlighting the resolution of minor bugs that were impacting user experience.
  - Mark revealed the updated home page navigation, incorporating feedback to improve user flow and accessibility.
  - Jason discussed the finalized backend optimizations for CCC02, demonstrating increased performance and security.
  - Liang Ma presented the completed backend services for CCC05, detailing how the feedback led to significant improvements in functionality and integration.
  - Jun Kai demonstrated the refined map pin feature, emphasizing the UI improvements and user interaction enhancements.
  - Ankhjargal concluded the feature demonstrations with an overview of CCC03, showcasing seamless frontend-backend integration and performance under various conditions.
2. Assessment of Feature Readiness for Sprint Review:
- The team critically evaluated the readiness of each feature for the upcoming Sprint Review, confirming that all improvements had been successfully implemented.
  - There was unanimous agreement that the features met the sprint's objectives and were ready for presentation.
3. Finalization of Documentation and Presentation Materials:
- Ismail emphasized the importance of thorough documentation, instructing the team to finalize all technical and user documentation before the Sprint Review.
  - Each team member confirmed their documentation was up to date, including technical specifications, user guides, and notes on the feedback implementation process.
4. Coordination for Sprint Review Rehearsal:
- A rehearsal for the Sprint Review was scheduled, with Ismail coordinating the logistics and ensuring that each team member had a designated time slot for their presentation.
  - The team agreed to focus on clear, concise presentations that would effectively communicate their achievements and the challenges they overcame during the sprint.
5. Q&A:
- Mark inquired about the format of the user feedback section in the presentation, seeking to highlight the iterative improvement process.
  - Liang Ma and Jun Kai discussed the best way to present technical backend details without overwhelming the audience, with Jason offering to share his approach.

#### Action Items:

- All Team Members: Complete final adjustments based on today's feedback and finalize all documentation.
- Mark, Jason, Liang Ma, Jun Kai, Ankhjargal: Prepare concise presentations for the Sprint Review, highlighting key achievements and learning points.

Next Meeting: Sprint Review Rehearsal on March 27, 2024, at 9:00 PM

**GoHere App Development Project: Sprint 3 Review Rehearsal** *Date: March 28, 2024 Time: 9:00 PM*

**Attendees:**

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

**Agenda:**

1. Rehearsal of Sprint Review Presentations
2. Feedback on Presentation Content and Delivery
3. Final Adjustments Before Sprint Review
4. Last-Minute Concerns and Clarifications
5. Q&A

**Notes:**

**1. Rehearsal of Sprint Review Presentations:**

- Each team member conducted a dry run of their sprint review presentation, demonstrating the functionality they worked on and discussing the challenges they overcame.
- **Ismail** highlighted the integrated functionality and the seamless user experience achieved through diligent bug fixing and integration efforts.
- **Mark** presented the improved home page navigation, showcasing the intuitive design and user feedback incorporation.
- **Jason** detailed the enhancements for CCC02.
- **Liang Ma** explained the backend logic for CCC05, illustrating how it supports the feature's frontend requirements.
- **Jun Kai** demonstrated the map pin functionality, highlighting its importance for user interaction within the app.
- **Ankhjargal** showcased the CCC03 development.

**2. Final Adjustments Before Sprint Review:**

- Based on the feedback received, each presenter planned final adjustments to their presentation, aiming to highlight their achievements and the value added to the project during the sprint.

**3. Last-Minute Concerns and Clarifications:**

- The team discussed last-minute concerns, mainly related to ensuring that all demonstration materials and environments were ready and fully functional.

#### 4. Q&A:

- The session concluded with a Q&A, where team members clarified final details about the sprint review process and discussed how to best engage the audience to receive constructive feedback.

#### Action Items:

- **All Team Members:** Implement feedback from the rehearsal into their presentations and finalize all materials.
- **Ismail:** Ensure the review logistics are in place and communicate the final details to the team.
- **Mark, Jason, Liang Ma, Jun Kai, Ankhjargal:** Prepare backup materials for their demonstrations to mitigate any potential technical issues.

**Next Meeting:** Sprint Review on March 29, 2024, at 9:00 PM

GoHere App Development Project: Sprint 3 Review and Project Closure *Date: March 29, 2024*  
*Time: 9:00 PM*

#### Attendees:

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

#### Agenda:

1. Overview of Sprint 3 Achievements and Final Project Deliverables
2. Team Presentations on Completed Features and Integrations
3. Reflections on Challenges Overcome and Lessons Learned
4. Acknowledgments and Project Closure Remarks

#### Notes:

1. Overview of Sprint 3 Achievements and Final Project Deliverables:
  - The team provided a comprehensive summary of the work completed in Sprint 3, emphasizing the successful integration of features, enhanced user experience, and backend stability improvements..
2. Team Presentations on Completed Features and Integrations:
  - Ismail led with an overview of integration successes, detailing the sophisticated bug-tracking and resolution processes that ensured a smooth user experience.
  - Mark demonstrated the intuitive home page navigation, illustrating its development process and user-centric design decisions.
  - Jason delved into the backend architecture for CCC02, showcasing the security and efficiency enhancements.
  - Liang Ma presented the backend logic for CCC05, highlighting its critical role in supporting front-end functionalities.
  - Jun Kai shared the development journey of the map pin feature, emphasizing its importance in user interaction.
3. Reflections on Challenges Overcome and Lessons Learned:
  - Team members shared their personal challenges and the lessons learned throughout the project, fostering an environment of reflection and growth.
  - Discussions centered on technical hurdles, team collaboration, and the iterative process of feedback and improvement.

#### Acknowledgments and Project Closure Remarks:

- Ismail offered closing remarks, thanking the team.
  - Acknowledgments were made to each team member, highlighting their contributions and the collective achievement in bringing the project to fruition.
4. Q&A:
    - A final Q&A session addressed lingering questions.

#### Action Items:

- All Team Members: Participate in post-project documentation and knowledge transfer sessions.

Closing Notes: The GoHere App Development Project concluded on March 29, 2024, marked by a successful Sprint 3 Review and a celebration of the project's completion.