

Meeting Minutes

Weekly Meeting with team/Supervisor

Meeting No: 15

Meeting Details

Date:	06/09/2021
Venue:	MS Teams
Attendees:	Rashed Abdin David Aziz Kowsar Rahman Dunith Nadvi Karawita
Apologies:	Oliver Lukis (Note: Reza is aware of the current situation)

Information / Decisions

No.	Item
1	To start planning for Sprint 2
2	To review lessons learned in sprint 1
3	To fix problems of code and project
4	To continue to ask for help when confused or stuck
5	To prepare a list of questions to ask Reza for tomorrows meeting

Action Items

No.	Item	Who	By
1	To write sprint planning notes for sprint 2	Rashed	Rashed
2	To write sprint retro notes for sprint 1	Rashed	Rashed
3	To review implemenation of login and registration	Kowsar	Rashed
4	To perform testing of login and regirstation implemenatation	Nadvi	Rashed
5	To continue supporting developers with implementation	David and Rashed	Rashed