SEPT: Major Assignment Part A
Meeting Minutes

Weekly Scrum Meeting Minutes
Meeting No: 1 Week 2 Meeting 1

Meeting:	No.1 Week 2 Tute
Date:	07/03/2017
Venue:	RMIT Building 56.07.095
Attendees:	Ann Mary George, Jamie Cagorski, Siong Seng(Tommy) Chua, Kyle Jackson
Apologies:	-
Copy To:	-

Meeting:	No.2 Week 3 Tute
Date:	14/03/2017
Venue:	RMIT Building 56.07.095
Attendees:	Jamie Cagorski, Siong Seng(Tommy) Chua
Apologies:	-
Copy To:	-

Meeting:	No.3 Communication via Slack
Date:	19/03/2017
Venue:	Online via Slack
Attendees:	Jamie Cagorski, Siong Seng(Tommy) Chua, Kyle Jackson
Apologies:	-
Copy To:	-

Meeting:	No.4 Week 4 Tute
Date:	21/03/2017
Venue:	RMIT Building 56.07.095
Attendees:	Siong Seng(Tommy) Chua, Kyle Jackson
Apologies:	-
Copy To:	-

Meeting:	No.5 Group Meeting
Date:	27/03/2017
Venue:	RMIT Building 8 Level 7 Kitchen
Attendees:	Siong Seng(Tommy) Chua, Kyle Jackson, Jamie Cagorski
Apologies:	-
Copy To:	-

Meeting:	No.6 Online Meeting
Date:	28/03/2017
Venue:	Online Via Slack
Attendees:	Siong Seng(Tommy) Chua, Kyle Jackson, Jamie Cagorski
Apologies:	-
Copy To:	-

Meeting:	No.7 Week 5 Tute
Date:	28/03/2017
Venue:	RMIT Building 8 Level 7 Kitchen
Attendees:	Siong Seng(Tommy) Chua, Kyle Jackson, Jamie Cagorski
Apologies:	-
Copy To:	-

Meeting:	No.8 Online Meeting
Date:	03/04/2017
Venue:	Skype, Slack
Attendees:	Siong Seng(Tommy) Chua, Kyle Jackson
Apologies:	-
Copy To:	-

Meeting:	No.9 Week 6 Tute
Date:	04/04/2017
Venue:	RMIT Building 56.07.095
Attendees:	Siong Seng(Tommy) Chua
Apologies:	-
Copy To:	-

Meeting No.	Date	Discussion	Action/Person
1	07/03	Formation of Group, Discussion of starting of assignment, Discussed with Tutor Mohammad, decided on using web programming – PHP and Databases as suggested by Ann	● Set Up Trello/Kyle Jackson ● User Stories/Group ● Development/Ann ● Class Diagram/Jamie ● Set Up Slack/Jamie
2	14/03	Discussion with Tutor (Product Owner) – Ann not communicating	● Java App Development/Tommy Chua ● Set up GitHub/Jamie
3	19/03	Delegation of Tasks via Slack	● Login Test Case/Tommy Chua ● Reformat Trello/Jamie Cagorski
4	21/03	Discussion with Tutor regarding Situation of Group, Progress of Development and Feedback from tutor, Next sprint goals	● Pair Programming/Kyle Jackson & Tommy Chua
5	27/03	Discussion regarding test cases, Delegation of work, Pair Programming, Setting up GitHub with eclipse	● Set up GitHub with Eclipse/Kyle Jackson ● Test Case/Jamie
6	28/03	Discussion regarding current development via Slack	● Class Diagram/Tommy Chua
7	28/03	Discussion regarding progress with Tutor Mohammad (Product Owner), Next sprint goals and required implementation for submission.	● Java App Development/Everyone
8	03/04	Pair Programming, Discussion of System and further delegation of Tasks – Jamie left group/deferred	● Java App Development/Tommy & Kyle
9	04/04	Discussion with Tutor about future of group, required implementation for Part A submission – Tommy communicated the meetings discussion with Kyle via Slack/Mobile due to him being Sick	● Java App Development/Kyle Jackson & Tommy