

## Team 9 0."Project 2" meeting notes

### Meeting template

#### Date

Jun 12, 2023

#### Coordinator

- @Sten Aju

#### Participants

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#### Discussion topics

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Topics	Notes
<b>Team 9 Jira board</b>	<i>All members should give a small introduction on the things they're currently working on</i>
<b>A review on what progress/blockers we face</b> <i>(summary by previous week's daily specs to update on any ongoing issues so that team project members would be up to date)</i>	<b>Any blockers?</b> <ul style="list-style-type: none"><li><i>(Anything preventing you on working on tickets/projects?)</i></li></ul> <b>How was the capacity?</b> <ul style="list-style-type: none"><li><i>(Workload, need help or can manage?)</i></li></ul> <b>Any improvements to suggest?</b> <ul style="list-style-type: none"><li><i>e.g structure of meetings (time, day)</i></li></ul>
<b>Discussion Points</b>	<i>Anything extra you want to discuss?</i>

### Sprint 2 Retrospective 30/08/2023

#### Date

Aug 30, 2023

#### Coordinator

- @Sten Aju

#### Participants

- @Martin Maasik @Mihhail Bauer

#### Discussion topics

- did the retrospective [Team 9 - 5. Retrospective notes](#)
- said our farewells as next project is going to be with a new team.

Topics	Notes
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<b>Team 9 Jira board</b>	
<b>A review on what progress/blockers we face</b> <i>(summary by previous week's daily specs to update on any ongoing issues so that team project members would be up to date)</i>	<b>Any blockers?</b> <ul style="list-style-type: none"> <li></li> </ul> <b>How was the capacity?</b> <ul style="list-style-type: none"> <li></li> </ul> <b>Any improvements to suggest?</b> <ul style="list-style-type: none"> <li></li> </ul>
<b>Discussion Points</b>	

▼ Stand-Up 25/08/2023

## Date

Aug 25, 2023

## Coordinator

- @Sten Aju

## Participants

- @Martin Maasik @Mihhail Bauer

## Discussion topics

- Confirmed that we should leave retested tickets to "Failed" instead of "To do".
- Encouraged that this is the last hurdle to finish the project.
- Everyone is hard at work to finish the project.
  - We made a deal that we will NOT create additional test cases as there's already so many of them

Topics	Notes
<b>Team 9 Jira board</b>	
<b>A review on what progress/blockers we face</b> <i>(summary by previous week's daily specs to update on any ongoing issues so that team project members would be up to date)</i>	<b>Any blockers?</b> <ul style="list-style-type: none"> <li></li> </ul> <b>How was the capacity?</b> <ul style="list-style-type: none"> <li></li> </ul> <b>Any improvements to suggest?</b> <ul style="list-style-type: none"> <li></li> </ul>
<b>Discussion Points</b>	

▼ Stand-Up 23/08/2023

## Date

Aug 23, 2023

## Coordinator

- @Sten Aju

## Participants

- @Martin Maasik @Mihhail Bauer

## Discussion topics

- Discussed our progress with Module 5-9. @Mihhail Bauer has completed Firefox testing, @Martin Maasik and @Sten Aju will finalise theirs by Friday, 25/08.
- Made a plan for Regression testing Module 1-4:
  - We will first check the tickets we created on the older version in the new version. If the ticket now passes, we'll move the ticket to "Done" and add necessary notes in the ticket. We'll also mark it in the final report as "Passed" and will link the, now **DONE** ticket to showcase that there was an issue previously.
  - Once we're done with the above, we'll do the following:
    - @Martin Maasik will do regression testing on Google Chrome, module 1-4 (Will create extra tickets for Log in and Log out module, if necessary)
    - @Sten Aju will do regression testing on Android, module 1-4 (Will create extra tickets for Profile module, if necessary)
    - @Mihhail Bauer will do regression testing on Firefox, module 1-4 (Will create extra tickets for Profile module, if necessary)
- Next meeting on Friday instead of Saturday, 6pm

Topics	Notes
<b>Team 9 Jira board</b>	-
<b>A review on what progress/blockers we face</b> <i>(summary by previous week's daily specs to update on any ongoing issues so that team project members would be up to date)</i>	<b>Any blockers?</b> <ul style="list-style-type: none"><li>• <i>Busy lives</i></li></ul> <b>How was the capacity?</b> <ul style="list-style-type: none"><li>• @Sten Aju is struggling a lot with work-life balance currently, but will manage</li></ul> <b>Any improvements to suggest?</b> <ul style="list-style-type: none"><li>•</li></ul>
<b>Discussion Points</b>	

▼ Stand-Up 21/08/2023

## Date

Aug 21, 2023

## Coordinator

- @Sten Aju

## Participants

- @Mihhail Bauer @Martin Maasik

## Discussion topics

- Test cases are done well- no comments there.

- We have created all test cases to cover functionalities, even the bonus module, well done!
- @Martin Maasik has added all the test cases to the final report so it would be easier for us to track bugs and finalize the final report at the same time.
- The plan to start testing with test cases:
  - @Martin Maasik will take initial bug reporting for Google Chrome for Module 5 and 6.
  - @Mihhail Bauer will take initial bug reporting on Firefox for Module 7.
  - @Sten Aju will take initial bug reporting on Android Chrome for Module 8.
  - For module 9:
    - @Sten Aju will take first two topics (UL + CUL)
    - @Mihhail Bauer will take last two topics (IC + AM)
- Heads-up- no live mentorship on Tuesday (tomorrow)
- Once we've done the bug reporting by Wednesday for module 5-9, we'll start regression testing. This topic will be discussed on Wednesday.

Topics	Notes
<b>Team 9 Jira board</b>	
<b>A review on what progress/blockers we face</b> <i>(summary by previous week's daily specs to update on any ongoing issues so that team project members would be up to date)</i>	<b>Any blockers?</b> <ul style="list-style-type: none"> <li></li> </ul> <b>How was the capacity?</b> <ul style="list-style-type: none"> <li></li> </ul> <b>Any improvements to suggest?</b> <ul style="list-style-type: none"> <li></li> </ul>
<b>Discussion Points</b>	<i>Anything extra you want to discuss?</i>

▼ Stand-Up 18/08/2023

## Date

Aug 18, 2023

## Coordinator

- @Sten Aju

## Participants

- @Martin Maasik @Mihhail Bauer

## Discussion topics

- @Mihhail Bauer having issues with "password recovery", have made a post for the mentors to investigate.
- We are all working hard on our assignments but by the forecast of each member of their work, looks like we are all on track.
- The meeting was quite short as there was not much to discuss other than we are doing a good job!

Topics	Notes
<b>Team 9 Jira board</b>	

<b>A review on what progress/blockers we face</b> <i>(summary by previous week's daily specs to update on any ongoing issues so that team project members would be up to date)</i>	<b>Any blockers?</b> <ul style="list-style-type: none"> <li></li> </ul> <b>How was the capacity?</b> <ul style="list-style-type: none"> <li></li> </ul> <b>Any improvements to suggest?</b> <ul style="list-style-type: none"> <li></li> </ul>
<b>Discussion Points</b>	

▼ Stand-Up 16/08/2023

## Date

Aug 16, 2023

## Coordinator

- @Sten Aju

## Participants

- @Martin Maasik @Mihhail Bauer

## Discussion topics

- @Sten Aju having difficulties with real life commitments so the course assignments have been delayed a bit but will be performed.
- @Martin Maasik had an idea to change the final report a bit. He'll make a draft so we could discuss if it's easier to follow.
- Decided that @Martin Maasik will improve the "events module" test cases, @Sten Aju and @Mihhail Bauer will take the bonus assignment of internal clubs. The work will be distributed as such:
  - Seeing all user list - @Sten Aju
  - Creating a new user list - @Sten Aju
  - Deleting an user list - @Mihhail Bauer
  - Adding members to the list - @Mihhail Bauer
- Next meeting will be at **6pm on Friday** instead of Saturday

Topics	Notes
<b>Team 9 Jira board</b>	-
<b>A review on what progress/blockers we face</b> <i>(summary by previous week's daily specs to update on any ongoing issues so that team project members would be up to date)</i>	<b>Any blockers?</b> <ul style="list-style-type: none"> <li>Real life is a blocker 😊</li> </ul> <b>How was the capacity?</b> <ul style="list-style-type: none"> <li>Manageable but could be a lot better</li> </ul> <b>Any improvements to suggest?</b> <ul style="list-style-type: none"> <li>quit our day jobs 😊</li> </ul>
<b>Discussion Points</b>	-

▼ Sprint planning 2 14/08/2023

## Date

Aug 14, 2023

## Coordinator

- @Sten Aju

## Participants

- @Martin Maasik @Mihhail Bauer

## Discussion topics

- We discussed about the deadlines for the next two weeks and the assignments themselves.
- The current plan is the following:
  - We distributed three functionalities between us:
    - New employee self-registration process - @Martin Maasik
    - Password recovery functionality by - @Mihhail Bauer
    - Department module by - @Sten Aju
      - We agreed we'll check all the videos, information and create a couple of test cases by Wednesday and finish the test cases for the functionalities by Aug 19, 2023 .
      - On Aug 16, 2023 we'll discuss on how to distribute the work for the "Events module" and for the Bonus module. These functionalities should be finalised by Monday, Aug 21, 2023
  - We also thought that maybe we could create a checklist but this is best to ask from the mentor for advice on how to document the regression testing we'd have to do next week.
  - When we're done with Test cases and testing, we'll start regression testing next week for 1-9 functionalities. The environments are:
    - Google Chrome - @Martin Maasik
    - Mozilla Firefox - @Mihhail Bauer
    - Android Google Chrome - @Sten Aju

Topics	Notes
Team 9 Jira board	-
<b>A review on what progress/blockers we face</b> <i>(summary by previous week's daily specs to update on any ongoing issues so that team project members would be up to date)</i>	<b>Any blockers?</b> <ul style="list-style-type: none"><li>• -</li></ul> <b>How was the capacity?</b> <ul style="list-style-type: none"><li>• -</li></ul> <b>Any improvements to suggest?</b> <ul style="list-style-type: none"><li>• -</li></ul>
Discussion Points	-

▼ 04/08/2023 #1 Sprint retrospective

## Date

Aug 4, 2023

## Coordinator

- @Sten Aju

## Participants

- @Martin Maasik @Mihhail Bauer

## Discussion topics

- discussed how the first sprint went- [Team 9 - 5. Retrospective notes](#)
  - If any of us have any good ideas, feel free to change the notes and add more thoughts.
- Decided that we can submit all the assignments on [Aug 4, 2023](#) . This will be done most likely very late in the evening. @Sten Aju will let the chat know once done.
- @Sten Aju will work on the "Profile" test cases to finalize it. Will also add a couple of test cases for the Events Module.
- @Mihhail Bauer will work on the Directory test cases today and tomorrow.
- Agreed in the team that the course is giving too much mixed or contradicting information (The information between the accessible videos and live mentors differ or contradict one-another).

Topics	Notes
<b>Team 9 Jira board</b>	-
<b>A review on what progress/blockers we face</b> <i>(summary by previous week's daily specs to update on any ongoing issues so that team project members would be up to date)</i>	<b>Any blockers?</b> <ul style="list-style-type: none"><li>• <i>Busy lives</i></li></ul> <b>How was the capacity?</b> <ul style="list-style-type: none"><li>• <i>Manageable</i></li></ul> <b>Any improvements to suggest?</b> <ul style="list-style-type: none"><li>• -</li></ul>
<b>Discussion Points</b>	-

✓ Stand-Up 02/08/2023

## Date

[Aug 2, 2023](#)

## Coordinator

- @Sten Aju

## Participants

- @Mihhail Bauer @Martin Maasik

## Discussion topics

- 01/08 live workshop- we felt like we did not learn much this time as the workshop was not very well structured.
- We helped Mihhail to brainstorm a couple of ideas on what kind of test cases to create for the "Directory" functionality.
- We agreed that we'd submit our main assignments on 04/08 so a day prior to the deadline.
- Discussed about the bonus task- [UC4. Events module](#) . Current plan is:
  - @Sten Aju on [UC4. Events module | 1. List of all events](#)

- @Martin Maasik on [UC4. Events module | 2. Event details](#)
- @Mihhail Bauer on [UC4. Events module | Adding and managing events](#)
  - We'll create as many test cases as we can- no set amount necessary. We thought maybe we could create 16 total test cases but if we manage, we are free to do more.
- As Sten is unable to attend the meeting on Saturday, we decided we'd have our next meeting on [Aug 4, 2023](#) instead.

Topics	Notes
<b>Team 9 Jira board</b>	<i>We are all working on test cases</i>
<b>A review on what progress/blockers we face</b> <i>(summary by previous week's daily specs to update on any ongoing issues so that team project members would be up to date)</i>	<b>Any blockers?</b> <ul style="list-style-type: none"> <li>• -</li> </ul> <b>How was the capacity?</b> <ul style="list-style-type: none"> <li>• -</li> </ul> <b>Any improvements to suggest?</b> <ul style="list-style-type: none"> <li>• -</li> </ul>
<b>Discussion Points</b>	-

✓ Stand-Up 31/07/2023

## Date

[Jul 31, 2023](#)

## Coordinator

- [@Sten Aju](#)

## Participants

- [@Martin Maasik](#) [@Mihhail Bauer](#)

## Discussion topics

- Catch-up on how we've been.
- Discussed the test cases- everyone's actively working on them.
  - The quality of test cases are good.
  - If test case is a bit too difficult, we can emphasize with screenshots to give visual clarity or reference to the description.
  - The more outside of the box we think- the better. The team has managed to do that very well.
- A reminder that the deadline for everything (exploratory notes, Jira tickets, test cases) are on [Aug 5, 2023](#) .
- If we manage to do everything before, we'll think about the creation of "Events module" test cases but won't worry about it right now.
- Next catch-up on [Aug 2, 2023](#)

Topics	Notes
<b>Team 9 Jira board</b>	-
<b>A review on what progress/blockers we face</b> <i>(summary by previous week's daily specs to update on any ongoing</i>	<b>Any blockers?</b> <ul style="list-style-type: none"> <li>• none</li> </ul> <b>How was the capacity?</b> <ul style="list-style-type: none"> <li>• manageable</li> </ul>



issues so that team project members would be up to date)

#### Any improvements to suggest?

- -

#### Discussion Points

-

▼ Stand-Up 29/07/2023

## Date

Jul 29, 2023

## Coordinator

- @Sten Aju

## Participants

- @Martin Maasik @Mihhail Bauer

## Discussion topics

- Confirmed the deadline for “exploratory testing notes” and “creating a workspace for the team”. We decided that we’ll submit our response in the Dashboard by Aug 5, 2023 .
- Checked the Jira board (We’ve created almost 40 tickets in total! Huge props to @Martin Maasik and @Mihhail Bauer .
- General feedback for the tickets.
  - Everything is correct and done according to the guides. One note- best to emphasize key points with emojis. E.g Actual result with ❌ or ❌ and Expected result with ✅ or ✅ . Gives visual clarity.
- We’ll create a few more tickets for “Profile” section.
- Discussed and distributed “Test case” topics for each team member.
  - **Login** - @Martin Maasik (includes the landing page and formatting of the pages) (10 test cases)
  - **Management of the user profile** - @Sten Aju (20 test cases)
  - **Directory module** - @Mihhail Bauer (20 test cases)
  - **Logout** - @Martin Maasik (10 test cases)
- All functionalities should have at least 10 test cases minimum - 40 minimum in total across all test cases. Agreed that everyone should do atleast 20 test cases. (This number can be re-distributed if it's too much)
- **Next meeting** Jul 31, 2023

Topics	Notes
<b>Team 9 Jira board</b>	<i>Almost 40 tickets (and counting) tickets created, well done!</i>
<b>A review on what progress/blockers we face</b> <i>(summary by previous week's daily specs to update on any ongoing issues so that team project members would be up to date)</i>	<b>Any blockers?</b> <ul style="list-style-type: none"><li>• <i>A bit difficult this time around to work on the course after day job as a lot more details and topics to consider.</i></li></ul> <b>How was the capacity?</b> <ul style="list-style-type: none"><li>• <i>manageable for now</i></li></ul> <b>Any improvements to suggest?</b> <ul style="list-style-type: none"><li>• </li></ul>
<b>Discussion Points</b>	

▼ Stand-Up 26/07/2023

## Date

Jun 12, 2023

## Coordinator

- @Sten Aju

## Participants

- @Martin Maasik @Mihhail Bauer

## Discussion topics

- Checked how much exploratory testing we've all done.
- Decided that we are going to create an extra document to compile all similar tickets so we would not have duplicate tickets.
  - @Sten Aju will create the document by tonight or tomorrow, 27/07 so it would be easier to follow.
- Agreed that we should finalize reporting tickets and exploratory testing by Saturday, 30/07.
- Next meeting Jul 30, 2023 10am.

Topics	Notes
<b>Team 9 Jira board</b>	<i>None at the moment- currently doing exploratory testing</i>
<b>A review on what progress/blockers we face</b> <i>(summary by previous week's daily specs to update on any ongoing issues so that team project members would be up to date)</i>	<b>Any blockers?</b> <ul style="list-style-type: none"><li>• -</li></ul> <b>How was the capacity?</b> <ul style="list-style-type: none"><li>• manageable</li></ul> <b>Any improvements to suggest?</b> <ul style="list-style-type: none"><li>•</li></ul>
<b>Discussion Points</b>	

▼ Sprint planning 24/07/2023

## Date

Jul 24, 2023

## Coordinator

- @Sten Aju

## Participants

- @Martin Maasik @Mihhail Bauer

## Discussion topics

- Introduced ourselves and our thoughts how's it been so far.
- Decided that we are going to have the meetings based on the calendar CerebrumHub has created for us: (Monday, Wednesday and Saturday) at 6pm.

- @Martin Maasik Created the confluence page for us, **Team 9**
- Explored the first task- exploratory testing. Link [here](#) for more clarification.
- Made a plan how to perform exploratory testing:
  - @Martin Maasik will do exploratory testing on Google Chrome
  - @Mihhail Bauer will do exploratory testing on Firefox
  - @Sten Aju will do exploratory testing on Android (Google Chrome)
- We reminded ourselves that we have to track our time starting from Project 2.
  - We can track our time [here](#)
  - We can check how much time we've contributed to the project [here](#) (Choose the project to be "T7. Company collaboration platform".)
- We noticed that there are 7 public accounts and 7 admin accounts all named after a team (team1, team2 up until team 7 [here](#)). This is a question to clarify with the mentors if there should be more accounts up to team 11? **(question to ask)**
- Next meeting on Jul 26, 2023 6pm.

Topics	Notes
<b>Team 9 Jira board</b>	-
<b>A review on what progress/blockers we face</b> <i>(summary by previous week's daily specs to update on any ongoing issues so that team project members would be up to date)</i>	<b>Any blockers?</b> <ul style="list-style-type: none"> <li>• -</li> </ul> <b>How was the capacity?</b> <ul style="list-style-type: none"> <li>• -</li> </ul> <b>Any improvements to suggest?</b> <ul style="list-style-type: none"> <li>• -</li> </ul>
<b>Discussion Points</b>	-