# Meeting Minutes

Team Information

* Team Number: 2
* Team Name: Group 2
* Team Member Names: Chris Binu Zacharia, Prince Prince, Urvil Shah, Archi Chambial

Meeting 1 Date: 2024/07/20

Meeting 2 Date: 2024/07/27

Meeting 3 Date: 2024/08/03

### Team Meetings and Activities

| Activities Discussed | Action Items | Present | Duration (nearest .25 hr) |
| --- | --- | --- | --- |
| Meeting minutes notes | Responsible for recording all meetings and related documents or paperwork. | Chris Binu Zacharia | 2024/08/02 ~ 2024/08/06 |
| Final testing | Debugging and ensuring that all test cases run properly. | Chris Binu Zacharia, Prince Prince, Urvil Shah, Archi Chambial | 2024/08/02 ~ 2024/08/06 |
| Agile/scrum discussion | Weekly discussions to be recorded in Excel. | Chris Binu Zacharia | 2024/08/02 ~ 2024/08/06 |
| PowerPoint slides | Take relevant screenshots for the presentation. | Chris Binu Zacharia | 2024/08/02 ~ 2024/08/06 |
| JUnit testing | Complete the final part of the project. | Chris Binu Zacharia, Prince Prince, Urvil Shah, Archi Chambial | 2024/07/24 ~ 2024/08/06 |
| Documents check | Ensure all documents are prepared and ready. | Chris Binu Zacharia | 2024/08/03 ~ 2024/08/06 |
| API testing | Complete testing using POSTMAN and Swagger. | Chris Binu Zacharia, Prince Prince, Urvil Shah, Archi Chambial | 2024/07/25 ~ 2024/08/01 |

### Agenda for Next Meeting

1. The project is due by 2024/08/10; everything needs to be completed by 2024/08/06.
2. The scrum discussion points should be more detailed.
3. Ensure everyone is clear about their roles for the presentation day.
4. Complete API testing using POSTMAN and Swagger, and finalize JUnit testing.
5. Double-check for any missing documents and work on the PowerPoint slides.