Meeting Minutes

Team Name: PROJ

Sprint: 3

Meeting #: 1

Date: October 29, 2025

Location: Online (Microsoft Teams)

Attendees: All team members present

Team Members

Name	Student ID	GitHub Username	Role
Jawad Hamed Mohammed Mahyoub Al-Aqlani	40272579	JawadAl-Aqlani	Frontend
Ahmad Al Habbal	40261029	ham340i	Team Leader / Frontend
Abd Al Rahman Al Kabani	40247395	aboudka2003	Backend / Frontend
Mena Boulus	40291619	menaboulus	Frontend
Abed-Elmouhsen Cherkawi	40323359	A-CHERKAWI	Backend
Harjot Minhas	40315397	M1nha5	Backend
Fady Dous	40190778	fady0101	Backend

Objectives Discussed

• Reviewed Sprint 2 results and discussed bug fixes.

• Planned completion of Event Details and Organizer Dashboard.

• Discussed integration of analytics and data visualization.

• Set deadlines for each task.

Decisions / Outcomes

• Ahmad will improve UI for Event List and fix animations.

• Jawad will finish analytics chart display.

• Mena will integrate date filters.

• Abed and Harjot will work on backend connection.

Action Items

• Ahmad: Refactor event list design.

• Mena: Implement date and category filters.

• Jawad: Add analytics graphs.

• Backend team: Finalize API integration.

Next Meeting

Date/Time: Nov 1, 2025 – 5:00 PM

Agenda: Test progress and UI improvements.