Meeting Minutes – Meeting # 5

Date : 10/12/2025
Attendees : Sabine, Magnus, Ahmed, Joas, Matei, Alexandre, Mateo.

Meeting Agenda:
- Review coding progress for the event organizer portal.
- Review sprint 2 requirements and deliverables.

Discussion Points:

- *Coding Progress:*
    - o Review of PRs on Github.
    - o Task completion overview.
    - o Status of remaining open tasks.

- *Tasks review and assignment:*
    - o Sprint 2 tasks fully created and under progress.
    - o Sprint 3 tasks → All tasks are created , still need to be assigned.

- *Sprint 2 Requirement Review:*
    - o Sprint 2 grading criteria: [Grading for sprint 2.xlsx - Google Sheets](#)
    - o Sprint 2 requirements → Mostly met; two tasks are still left.

- *Sprint Tasks & Planning:*
    - o Sprint 1 tasks → Done.
    - o Sprint 2 tasks:
        - ▪ Development for the event organizer portal is nearly done.
        - ▪ Tasks have all been created.
        - ▪ Testing user stories have been created and are in progress.

To Do:
- Complete coding for tools tasks.
- Assign tasks for sprint 3.