

Meeting Minutes: Sprint 4#

Meeting 1:-

Date: Thursday, August 3, 2023

Time: 5:00 PM

Location: Google Meet

Team Name: Team Red

**Attendees: **

- * Vaibhav Sharma - 40197697
- * Kalinga Swain - 40226333
- * Munj Bhavesh Nayak - 40195590
- * Maitry Gajiwala - 40234167
- * Naoreen Chowdhury - 40217016
- * Khushali Parmar – 40224984

**Agenda: **

- * Sprint progress update
- * Individual task updates
- * Updates on testing part
- * Discussion for additional features
- * Meeting about final presentation

**Meeting Notes: **

`Sprint Progress Update: `

The Scrum Master opened the meeting by providing a brief overview of the overall progress of the Career Service Platform Sprint 4.

It was noted that the team successfully completed the following deliverables that can be tracked on GitHub:

README file:

- User Acceptance Test Cases
- Additional Features for the system
- Task breakdown

`Individual Task Updates: `

Each team member provided a status update on their respective tasks:

Vaibhav Sharma: Handled Jira Board for final Sprint

Maitry Gajiwala: Created test cases for each integration point.

Kalinga Swain: Managed test data for different test cases a

Munj Bhavesh Nayak: Addressed open issues and ensured clarity on task dependencies.

Khushali Parmar: Integrated test schedule and milestones.

Naoreen Chowdhury - Participated in Testing environment setup and prerequisites.

`Action Items:`

Munj Bhavesh Nayak: Set-up appropriate test environments are set up for the current system.

Vaibhav Sharma: Lead the preparation and delivery of the project presentation to stakeholders.

Kalinga Swain: Work for data base that is required for testing part.

Khushali Parmar: Manage all test cases update, results and document it.

Naoreen Chowdhury: Provide a working environment set up for test cases.

Maitry Gajiwala: reviewing the application and writing test case for each connection.

`Next Meeting: `

The next Scrum meeting is scheduled for 5th August 2023, 1:00 pm, where the team will review progress on Sprint 4 and discuss any blockers or impediments.

End of Meeting.

Meeting 2:-

Date: Saturday, August 5, 2023

Time: 1:00 PM

Location: Google Meet

Team Name: Team Red

****Attendees: ****

- * Vaibhav Sharma - 40197697
- * Kalinga Swain - 40226333
- * Munj Bhavesh Nayak - 40195590
- * Maitry Gajiwala - 40234167
- * Naoreen Chowdhury - 40217016
- * Khushali Parmar – 40224984

****Agenda: ****

- * Sprint progress update
- * Individual task updates
- * Updates on testing part
- * Discussion about manual testing

`Sprint Progress Update: `

The Scrum Master opened the meeting by providing a brief overview of the overall progress of the Career Service Platform Sprint 4.

It was noted that the team successfully completed the following deliverables that can be tracked on GitHub:

README file:

- Unit testing for core features
- Additional Feature's manual testing
- Continuous integration and test environment

`Individual Task Updates: `

Each team member provided a status update on their respective tasks:

Vaibhav Sharma: provided an overview of the current testing process and the need for manual tests in addition to automated testing.

Maitry Gajiwala: presented perspectives on recent testing issues encountered owing to automated testing limitations.

Kalinga Swain: managed all test cases and its results.

Munj Bhavesh Nayak: Worked on integration of test cases for additional Features

Khushali Parmar: Written unit test cases for core features.

Naoreen Chowdhury - gathered information for final presentation.

`Action Items: `

Munj Bhavesh Nayak: Develop unit tests for two core features.

Vaibhav Sharma: Develop unit tests for another two core features.

Kalinga Swain: Present testing status in the next project status meeting

Maitry Gajiwala: Review and update existing unit tests for additional features.

Khushali Parmar: Execute unit tests and report results for core features.

`Next Meeting: `

The next Scrum meeting is scheduled for 8th August 2023, 4:00 pm, where the team will review progress on Sprint 4 and discuss about the final presentation and release.

End of Meeting.

Meeting 3:-

Date: Tuesday, August 8th, 2023

Time: 4:00 PM

Location: Google Meet

Team Name: Team Red

****Attendees: ****

* Vaibhav Sharma - 40197697

* Kalinga Swain - 40226333

* Munj Bhavesh Nayak - 40195590

* Maitry Gajiwala - 40234167

* Naoreen Chowdhury - 40217016

* Khushali Parmar – 40224984

****Agenda: ****

* Sprint progress update

* Individual task updates

* Final delivery of the project

* Final Presentation

`Sprint Progress Update: `

The Scrum Master opened the meeting by providing a brief overview of the overall progress of the Career Service Platform Sprint 4.

It was noted that the team successfully completed the following deliverables that can be tracked on GitHub:

README file:

- All 4 completed project deliverables
- Complete Testing for all core and additional features
- Final Presentation

`Individual Task Updates: `

Each team member provided a status update on their respective tasks:

Vaibhav Sharma: Kept track of all test results and updated on JIRA board.

Maitry Gajiwala: Worked on Final modifications of the system.

Kalinga Swain: Compiled all test cases and reviewed for all features.

Munj Bhavesh Nayak: Worked on the user acceptance test cases for additional features.

Khushali Parmar: worked on the unit test cases and implemented it.

Naoreen Chowdhury - Made the final presentation slides of the system.

`Action Items:`

All team members worked on the system for better user interface, complete and successful integration for testing and the final delivery of project.

End of Meeting.