Appendix 1: SCRUM Meeting Agendas and Minutes

SCRUM Meeting 1 for Project 3
Prepared by: Brandon
Meeting Date: 10/29/2022

Meeting Attendees

1. Brandon
2. Vatsal
3. Shurui
4. Kethan
5. Ekdev

Meeting Agenda Items

- Obstacles
- Tasks Completed
- Tasks Assigned

Status Update Since Last Meeting

Obstacles:
- Getting PHP environment setup on Mac
- Delayed start due to setting up tasks and software

Accomplishments:
- Created and set up initial GitHub repo
- Set up software requirements such as Xampp
- Created and assigned all Sprint 1 Tasks
- Created proposed due dates for all tasks
- Created tentative meeting dates for next 6 weeks
- Created Google Calendar to coordinate team meetings, deliverables, and deadlines
- Create Product Backlog
- Create Product Burndown
- Create Sprint 1 Backlog
- Create Sprint 1 Burndown

Tasks Completed:

Task Description	Assigned to	Completed? (yes/no)
Port java server frontend to HTML - combining pages - adding navbar to top of each page (products page, cart page, sliders, language button)	Shurui	No
Port java manager frontend to HTML - combining pages - adding navbar to top of each page (products page, cart page, sliders, language button)	Kethan	No
Create customer frontend in HTML - combining pages - adding navbar to top of each page (products page, cart page, sliders, language button)	Ekdev	No
Add CSS for server frontend - scale to screen size - using percentages rather than numbers for sizing	Shurui	No
Add CSS for manager frontend - scale to screen size - using percentages rather than numbers for sizing	Kethan	No
Add CSS for manager frontend - scale to screen size - using percentages rather than numbers for sizing	Ekdev	No
Created and set up initial GitHub repo	Vatsal	Yes
Set up software requirements such as Xampp	Vatsal	Yes
Created and assigned all Sprint 1 Tasks	Brandon	Yes
Created proposed due dates for all tasks	Brandon	Yes
Created tentative meeting dates for next 6 weeks	Brandon	Yes
Created Google Calendar to coordinate meetings, deliverables, and deadlines	Brandon	Yes
Create Product Backlog	Brandon	Yes
Create Product Burndown	Brandon	Yes
Create Sprint 1 Backlog	Brandon	Yes
Create Sprint 1 Burndown	Brandon	Yes

Before The Next Meeting

Plans:
- Finish HTML and CSS for manager
- Finish HTML and CSS for server
- Finish HTML and CSS for customer
- Finish PHP for manager
- Finish PHP for server

Task Assignments:

Task Description	Assigned to
Port java manager backend to PHP - split functions between GET and POST for php - add delete from cart backend functionality	Vatsal
Port java server backend to PHP - split functions between GET and POST for php - add delete from cart backend functionality	Brandon
Port java server frontend to HTML - combining pages - adding navbar to top of each page (products page, cart page, sliders, language button)	Shurui
Port java manager frontend to HTML - combining pages - adding navbar to top of each page (products page, cart page, sliders, language button)	Kethan
Create customer frontend in HTML - combining pages - adding navbar to top of each page (products page, cart page, sliders, language button)	Ekdev
Add CSS for server frontend - scale to screen size - using percentages rather than numbers for sizing	Shurui
Add CSS for manager frontend - scale to screen size - using percentages rather than numbers for sizing	Kethan
Add CSS for manager frontend - scale to screen size - using percentages rather than numbers for sizing	Ekdev