**Minutes for Sprint 1 Review Meeting**

Group InfluxDB-PG01

**Proxy Client:** Sanchi Verma

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**Location**: Online Teams Meeting

**Time:** 5:30 PM – 5:55 PM, Thursday, 22nd August 2024

**Summary**

During the Sprint 1 review meeting, we focused on establishing a clear strategy for recording and measuring progress. The discussion emphasized the importance of breaking down each user story into detailed, achievable tasks, from planning to testing, within the Project Dashboard.

**Agenda Items**

* **Sprint 2 Focus**: The team will prioritize developing functionalities for user story 1.
* **Prototype Review**: We presented our UI prototype to the proxy client and received confirmation that we are on the right track. This validation allows us to confidently move forward with developing the required functionalities.
* **Documentation**: Minutes from both sprint and team meetings will be uploaded to the GitHub repository as part of our project management documentation.
* **Requirement Scope**: There are no requirement changes at this stage. The team’s priority is to complete the basic requirements and prepare for potential future changes.

**Next Steps**

* **Finalize Project Dashboard**: Complete the Project Dashboard with detailed, actionable tasks.
* **Begin UI Development**: Start working on the main user interface for user story 1, aligning with the confirmed project scope and prototype.