

Meeting 1 Agenda

Date: 24/09/19

Time: 9:00 PM

Attendees: Jasmine, Conrad, Michael, Elias

Agenda items:

1. Unit & Integration Testing (carried over from Construction Iteration)
2. Creating Distribution Package for testers
3. Resolving issues found during testing
4. Processing feedback from surveys

Outcome:

Action Item:

1. Don't worry about it.
2. Google doc for premade email with all relevant links etc
3. Make issues in iteration plan
4. Process feedback as we go, push builds as we resolve issues to prevent duplicate feedback, At a certain point have a cutoff for feedback and carry any extra over next transition phase.

Notes:

Meeting 2 Agenda

Date: 02/10/19

Time: 9:00 PM

Attendees: Jasmine, Conrad, Michael, Elias

Agenda items:

1. Use github issue tracking to process feedback
- 2.

Outcome:

1. Be sure to link row from raw feedback in issue tracker

Action Item:

Notes: