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| **Team 27**  **Capstone Project II**  **Minutes of Meeting #12**  **Agenda:**  review sprint progress, test the application’s new functionality  **Date:** February 8th, 2020  **Time:** 4.30pm –5.00pm  **Location:**  Group Video Chat, TeamViewer to share the desktop | | | | | |
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| Attendees: | | Team member 1: Vladyslav Bordiug  Team member 2: Parisa Khataei  Team member 3: Nadezhda Mokhireva  Team member 4: Mahdi Esmaeelpour | | |  |
| **Agenda** | | |  |  |  |
| **Item** | **Description** | | **Responsibility** | **Planned Date** | **Actual Date** |
| Review the last meeting | Remind everyone of the outcomes and decisions of the last meeting based on the Minutes of Meeting #11 document. | | Mahdi | February 8th, 2020 | February 8th, 2020 |
| Discuss the sprint progress | Every team member reported on their progress they are making; everyone participated in the discussion and gave their opinion on whether changes to workload distribution should be made. Everything goes according to the plan, so no changes were required | | Vladyslav | February 8th, 2020 | February 8th, 2020 |
| Test the new functionality | New feature (*Choose Exercise* *based on gender* screen) was tested. The testing was done on devices with different versions of Android to ensure the compatibility (developers’ devices) | | Parisa and Mahdi | February 8th, 2020 | February 8th, 2020 |
| Document the conversation | Write down the highlights of the meeting in the Minutes of Meeting #12 document | | Nadezhda | February 8th, 2020 | February 8th, 2020 |
| Agree on the next meeting details | Date: February 13th, 2020  Time: Casa Loma Campus Library  Location: 6pm – 6.30pm (can be extended)  Agenda: test the new feature (improved sensor reading accuracy), redistribute the workload if necessary  **Signatures:**  Team member 1: Vladyslav Bordiug  Team member 2: Parisa Khataei  Team member 3: Nadezhda Mokhireva  Team member 4: Mahdi Esmaeelpour | | All team members agreed | February 8th, 2020 | February 8th, 2020 |