Project Sprint Meeting Minutes

Date:06th December

Time:11:00-01

Meeting location:Google meet.

Attendees:

1.Nalugya Vanessa

2.Demetira komuhangi

3.Hamlet Habowe

4.Trinity Tushabe

5.Mugisha Clinton

Agenda:

opening

The new discoveries

Additions

Reactions

Adjournment

Meeting Summary:

1. Introduction and Welcome

Trinity welcomed everyone into the meeting and highlighted on what she has discovered and what she thinks we should add on.

2. Overview of Project Goals and Scope:

- Vanessa provided an overview of the project goals and discussed the scope, emphasizing key deliverables and client expectations and all members agreed upon it.

3. Project Milestones:

Members shared that the vision and scope document as well as the trello board were appreciated in reference to the feedback that was given through the e-mails.

They also suggested that the project should be written in python,have two users (Eg, the recruiters and the applicants, two interfaces, one showing the job description. or (the job posts) and the other one with the CVS.

The main reason for creating this application is to train the models with in the project.

4. Communication Plan:

- Established the primary communication channels (Discord, whats app, email, daily stand up up meetings).

- Agreed on the frequency and format of status reports and time management in as far as daily splint meetings are concerned.

5. Session:

- Clarified aspects of the project scope and deliverables.

-Also clarified on making sure that both refactory and NFT technical teams are always made aware of what is going on.

-The creation of an app that mimics the current NFt consult platform

-Collaboration through the proper use of the GitHub has to be keen by all members and failure to do so any action shall take place

6.Tasks sharing.

-Clinton:Creating a project repository as well as controlling it.

-Trinity:models and forms

-Demetira:Project set up

-Hamlet:views and urls

-Vanessa:Templates

. Modules to be covered:

- project setup

-models and forms

-views and urls

-Templates

7 . Next Steps and Action Items:

- Discussed immediate next steps, including initial tasks and research activities.

- All team members to review and provide feedback on the project plan and steps taken by next week by 16th December.

N:B, The stages of GitHub Eg, staging, developing, feature and the main branches were also emphasized in order to avoid project blockages and confusion

Finally, the meeting ended by submitting every member’s user names and we called it a day.

Meeting minutes prepared by:

*Demetira Komuhangi*

*developer.*