Software Design Meeting Minutes

Date: 14/05/2024

Time:4 p.m.

Location: Virtual Meeting on Microsoft Teams

Attendees:

- ➢ Athini Mgagule[Minutes-taker]
- ➢ Khumoetsile Marope
- ➢ Prince Dlomo[Scrum Master]
- ➢ Vutshila Mashimbyi
- ➢ Siphosakhe Mkhwanazi

Opening:

Meeting was called to order at 4p.m. by Athini Mgagule

Review of Previous Meeting:

- User stories and user acceptance tests have been documented
- User verification code runs with minimal error

Agenda Review:

- Overview discussion on each user story
- Assign points to user stories based on effort(Requirements sizing)
- User verification code review
- Double-check user acceptance testing format
- Code review for sign in and sign up functionality
- Identify potential issues in the code
- Refinement of user stories and addition of new ones

Decisions Made:

No new tasks for the week 1 sprint

Action Items:

- Athini will write down the minutes of the meeting
- Khumo will update the user stories and UATs accordingly on GitHub Issues tracker
- Prince and Siphosakhe will refine the code for user verification
- Vutshila will update the user stories document with requirements sizing

Planning for next steps:

- Sprint planning meeting with the client
- Execution of refined and new user stories
- Continuous code review and refinement

Announcements

Next Meeting

15th of April 2024, during Software Design Lab at 2:15 p.m.

Adjournment:

Motion to adjourn was made at 17h37 and was passed unanimously

Approval of minutes:

TBC