

Meeting Minutes

Weekly Meeting with team Meeting No: 2

Meeting Details

Date:	09/10/2020
Venue:	Teams Channel
Attendees:	Arone Tien Man Todd Dylan Homy
Apologies:	

Information / Decisions

No.	Item
1.	What went wrong: <ul style="list-style-type: none">• Communication of API scheme (front end vs. Back end).• Click Up management.
2.	What went well: <ul style="list-style-type: none">• Teamwork, showcasing how things worked.• Assisting in helping teammates in need
3.	What would you change: <ul style="list-style-type: none">• API Design: ensuring values are known at the start and changes brought up in meetings.• Testing while writing code.
4.	Anything Surprised: <ul style="list-style-type: none">• Team of 5 worked.
5.	Agile Good? <ul style="list-style-type: none">• Structure is good, easy to know what needs to be done.• Common meetings allow for more communication.
6.	Learning Outcomes: <ul style="list-style-type: none">• Agile framework• Bootstrap framework• SE Software Tools

7.	If you applied for job now, are you confident?
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Action Items

No.	Item	Who	By
1.			