

Meeting Minutes

Weekly Meeting with team/Supervisor

Meeting No: 1

Meeting Details

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|------------|-------------------------------------------------------------------------------------------------------------------------------------|
| Date: | 07/08/2020 |
| Venue: | Microsoft Teams |
| Attendees: | Amir Homayoon Ashrafzadeh Amna Alfarah Alonto Julian Bitetto Ruchelle Balasuriya Sebastian Wisidagama Shaunak Karuna |
| Apologies: | N/A |

Information / Decisions

| No. | Item |
|-----|--------------------------------------------------------------------------|
| 1. | How to setup frontend-design aspects |
| 2. | MySQL database – went through how everyone should set it up with postman |
| 3. | Allocated tasks to everyone |
| | |
| | |

Action Items

| No. | Item | Who | By |
|-----|--------------------------------------------------------|-----------|---------|
| 1. | Ui mockup and diagram | Amna | 23/8/20 |
| 2. | Booking model and validation and service (add booking) | Sebastian | 23/8/20 |
| 3. | Form for search – service | Julian | 23/8/20 |
| 4. | Backend for workers | Ruchelle | 23/8/20 |
| 5. | My sql for worker and customer – table | Shaunak | 23/8/20 |

Meeting Minutes

Weekly Meeting with team/Supervisor

Meeting No: 2

Meeting Details

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|------------|-------------------------------------------------------------------------------------------------------------------------------------|
| Date: | 28/08/2020 |
| Venue: | Microsoft Teams |
| Attendees: | Amir Homayoon Ashrafzadeh Amna Alfarah Alonto Julian Bitetto Ruchelle Balasuriya Sebastian Wisidagama Shaunak Karuna |
| Apologies: | N/A |

Information / Decisions

| No. | Item |
|-----|--------------------------------------------------------------------------------|
| 1. | Checked to see if members can run each other's code correctly. |
| 2. | Show sprint product to Homy. |
| 3. | Get goal for sprint 2. |
| 4. | Went through possible improvements/issues to be stated in sprint retrospective |
| | |

Action Items

| No. | Item | Who | By |
|-----|--------------------------------------------------------------|---------------|---------|
| 1. | Sprint 1 Retro+ Sprint 2 Plan | Ruchelle | 30/8/20 |
| 2. | Sprint 1 Review | Shaunak | 30/8/20 |
| 3. | Integrate backend with frontend (searching for booking etc.) | Julian + Amna | 30/8/20 |

Meeting Minutes

Weekly Meeting with team/Supervisor

Meeting No: 3

Meeting Details

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|------------|-------------------------------------------------------------------------------------------------------------------------------------|
| Date: | 11/09/2020 |
| Venue: | Microsoft Teams |
| Attendees: | Amir Homayoon Ashrafzadeh Amna Alfarah Alonto Julian Bitetto Ruchelle Balasuriya Sebastian Wisidagama Shaunak Karuna |
| Apologies: | N/A |

Information / Decisions

| No. | Item |
|-----|--------------------------------------------------------------------------------------------------|
| 1. | Fixed booking handling to be integrated with backend and linked the results page to booking page |
| 2. | Homy mention that we should have Booked or not booked function |
| 3. | Homy mentioned that UI can improve |
| 4. | Back end validation -split first name and last name |
| 5. | Booking checks for conflicts-if user already booked |

Action Items

| No. | Item | Who | By |
|-----|---------------------------------------------------------------------|-----------|---------|
| 1. | checking if it's admin or not, testing | Amna | 13/9/20 |
| 2. | tests cases (booking controller) | Sebastian | 13/9/20 |
| 3. | if booking is received then grey out | Julian | 13/9/20 |
| 4. | test cases (customer, employee) | Shaunak | 13/9/20 |
| 5. | makes sure there is no booking clash, split name to first/last name | Ruchelle | 13/9/20 |

Meeting Minutes

Weekly Meeting with team/Supervisor

Meeting No: 4

Meeting Details

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|------------|-------------------------------------------------------------------------------------------------------------------------------------|
| Date: | 18/09/2020 |
| Venue: | Microsoft Teams |
| Attendees: | Amir Homayoon Ashrafzadeh Amna Alfarah Alonto Julian Bitetto Ruchelle Balasuriya Sebastian Wisidagama Shaunak Karuna |
| Apologies: | N/A |

Information / Decisions

| No. | Item |
|-----|--------------------------------------------------------------------------------------------------------------------------|
| 1. | Fixed pages to display past and upcoming bookings – mapping was incorrect |
| 2. | Need to auto generate password when admin creates employee account/ need to hash password in database |
| 3. | Homy asked us to book a meeting with him on Monday to go through spring review due to merging issues during this meeting |
| 4. | Admin adding employee functionality works |
| 5. | Went through issues with front and back end testing not passing |

Action Items

| No. | Item | Who | By |
|-----|--------------------------------------------------------------------------------------------------|-------------|---------|
| 1. | any hard-coded objects should be captured by axios requests and variables state managed by redux | Amna/Julian | 19/9/20 |
| 2. | Ensure booking(start to end), add worker, getPast/FutureBookings works without any errors | Amna/Julian | 19/9/20 |