

**Group: 2.THURS-18.30-5**  
**Meeting Minutes**

**Stand-up 1 Meeting Minutes**  
**Meeting No: 1, Week 5**

<b>Date:</b>	18/8/2020 1pm
<b>Venue:</b>	Online (Teams)
<b>Attendees:</b>	Ali Khosravi, Donald U'Ren, Ge Lee
<b>Apologies:</b>	Carlo Manfredi
<b>absences:</b>	
<b>Copy To:</b>	-

No.	Issue	Discussion	Action	Member	Deadline
1	Backend progress	Don discussed backend progress, and the possibility of adding more endpoint/API tasks to sprint 1 as a number have been completed during the first week, and completing a greater number of endpoints is going to simplify work in later sprints	Reassess tasks for Sprint 1 – possible additions: <ul style="list-style-type: none"> <li>- Booking endpoints</li> <li>- Admin endpoints/others based on database design</li> </ul>	Don	20/8 (Client meeting)
2	Frontend progress	Ali discussed the progress made with front end tasks – the front end dev team expect to have some components to demonstrate by Thursday, including the login/register and landing page. The front end team will have a separate meeting and add specific action items.	Implement components: <ul style="list-style-type: none"> <li>- Create components for nav bar &amp; footer (Ge)</li> <li>- Create forms for login &amp; registration (Ali)</li> </ul>	Ali, Ge	TBC
3	Team member attendance	Carlo has been absent from a few team meetings, and from finishing MS1 over the weekend as he has been unwell	In future, post a message to the general channel in regards to attendance	NA	NA
4	Questions for client	The team discussed a few questions for the client (meeting on Thursday) including: <ul style="list-style-type: none"> <li>- Lab 5 marks, what is required for this week?</li> <li>- Mockups vs wireframes: are we expected to complete mockups or will professional wireframes suffice?</li> </ul>	Confirm Lab5 requirements Confirm wireframe/mockups in meeting	Don Ali, Don	18/8 20/8 (Client meeting)

