

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

**Stand-up 2 Meeting Minutes – Retrospective and Planning**  
**Meeting No: 2, Week 3**

<b>Date:</b>	08/08/2020, 5pm
<b>Venue:</b>	Online (Teams)
<b>Attendees:</b>	Ali Khosravi, Carlo Manfredi, Donald U'Ren, Ge Lee
<b>Apologies:</b>	
<b>absences:</b>	
<b>Copy To:</b>	-

No.	Issue	Discussion	Action	Member	Deadline
1	Retrospective	Overall making good progress, user story feedback was positive, a few remaining to complete. Need to review user stories and make them consistent, e.g. use worker or employee as identifiers not both, and a tidy up acceptance criteria	Refine user stories – add priority and effort	Ali	13/8 (lab 4)
			Complete user stories: tidy up criteria, ensure each are modular/specific - Admin - Customer - Worker - General	Don Ali Ge Carlo	17/8 (milestone 1)
			Add user stories to github in a single document	Ali	TBC (see item 3)
			Add backlog to github – pending discussion on Thursday	Ali	TBC (see item 3)
2	Planning	Milestone 1 requirements: - 3-6 API services (endpoints?) - Acceptance test requirements (8 user stories for lab 4, 12-18 for Milestone 1)	Setup Spring boot structure	Don	11/8 (Tuesday)
			Acceptance tests for each user story	All (based on completed user stories)	13/8 (lab 4) 17/8 (milestone 1)

		Discussion of which user stories to address in Sprint 1: chose home page, login, register	Backend of user stories – get/add users endpoints	Don, Carlo	17/8 (milestone 1)
			Frontend of user stories	Ali, Ge	20/8 (end of sprint)
3	Documentation	Questions around documentation - Where is documentation located? Github or teams?	Check with client on Thursday – for now under General > Files	Ali/Don	17/8 (milestone 1)