

Meeting Minutes

Weekly Meeting with team/Supervisor

Meeting No: 11 (SUNDAY meeting)

Duration: 1hr 30min

Meeting Details

Date:	30/08/2020
Venue:	Microsoft Teams
Attendees:	Jack Williams Julian Rizzo Theodore Politis Dulshan Kodithuwakku Ghaida Alharbi
Apologies:	N/A

Information / Decisions

No.	Item
1	Fixing Ghaida's issues with github, removing .git directory on her Desktop. Reconfiguring the git CLI, adding username and email account details.
2	Routine check in for all team members, ensuring there are no issues to be resolved immediately before THURSDAY meeting.
3	Service Type Tests were fixed and pushed to GitHub

Action Items

No.	Item	Who	By
1	Complete unit testing	All	03/09/20
2	Follow sprint backlog for task assignment for further feature development if unit testing is completed in advance	All	03/09/20