

Meeting Minutes

Weekly Meeting with team/Supervisor

Meeting No: 21

Duration: 1hr 8min

Meeting Details

Date:	04/10/2020
Venue:	Microsoft Teams
Attendees:	Jack Williams Julian Rizzo Theodore Politis Dulshan Kodithuwakku Ghaida Alharb
Apologies:	N/A

Information / Decisions

No.	Item
1	Discussion on various concepts such as Gitflow, CircleCI continuous deployment, EC2 and tagging releases.
2	Potential addition of service fees to be calculated for graphical analysis on the web app
3	Discussion of any blockers: <ul style="list-style-type: none">Issues pertaining setState function
4	Need to take into consideration that another sprint will be required to finish off final features and refactor entire application code (Front-end and Back-end)

Action Items

No.	Item	Who	By
1	Continue development based on sprint 4 backlog	All	07/10/20
2	Whichever team member finishes their assignment tasks first can go ahead and complete the unassigned item in the backlog <ul style="list-style-type: none">Graphical analysis of data	N/A	07/10/20