

# Meeting Minutes

## Weekly Meeting with team/Supervisor

Meeting No: 2

Duration: 1hr 14min

### Meeting Details

Date:	06/08/2020
Venue:	Microsoft Teams - Voice call
Attendees:	Politis, Theodore (s3661671) Kodithuwakku, M.K. Dulshan (s3813354) Williams, Jack (s3788167) Rizzo, Julian (s3781198) Alharbi, Ghaida (s3756970)  Guest: Sachin Pathiyan Cherumanal
Apologies:	N/A

### Information / Decisions

No.	Item
1	InitialSetup branched from developer branch in github
2	Rundown of lab markings with Sachin, mini scrum meeting held
3	Sprint planning for sprint-01, covering the login and create account features. This includes setting up the database and ensure that the application can communicate with the database to load appropriate user accounts into the app.
4	Need to familiarise ourselves with front-end and back-end frameworks, to ensure more efficient development in later sprints.
5	Initial UML diagram for the database was created, along with the discussion of key fields needed
6	A few of the user stories were adjusted to prevent the existence of epics in the product backlog
7	More user stories were assigned to the second sprint to distinguish tasks needed to be completed for each. Second sprint contains items more so relating to editing a customer account that already exists in the database. <ul style="list-style-type: none"><li>• Mobile number</li><li>• Name</li><li>• Email address</li></ul>
8	Starting the definitions of done for the user stories in the product backlog.  <i>To be clarified: unique DoD for each item or a global DoD for all</i>

9	<i>To be clarified: how many sprint planning documents to be completed for Milestone 01</i>
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## Action Items

No.	Item	Who	By
1	Finalise UML diagram for the database	Dulshan	10/08/2020
2	Setting up customer database, main fields include unique identifier, name, contact number, address, email		10/08/2020
3	Complete definition of done for user stories on (Sunday meeting)	All	09/08/2020
4	Sprint retro (Sunday meeting)	All	09/08/2020
5	Login feature		
7	Unit tests and burndown chart (Following Thursday meeting)	All	13/08/2020