

Meeting Minutes

Meeting No: 1

Meeting Details

Date: 30 September 2020

Venue: Microsoft Teams

Attendees: Ben, Benny, Darren

Apologies: N/A

Information / Decisions

- Got started on sprint planning
- Delegated new tasks
- Decided on next meeting date (1 October)

Action Items

- Trello
- Sprint Planning

What did I accomplish since last scrum?

- N/A

What will you do until the next scrum?

- Work on booking
- Make a start on profile page personalization

Do you have any roadblocks preventing you from doing your work?

- N/A

Meeting Minutes

Meeting No: 2

Meeting Details

Date: 1 October 2020

Venue: Microsoft Teams

Attendees: Ben, Benny, Darren, Mitchell

Apologies: N/A

Information / Decisions

- Delegate new tasks
 - Frontend template
 - Profile and personalised view functionality
- Updated sprint planning document
- Discussed code design
- Discussed next meeting date (6 October)

Action Items

- Trello Board

What did I accomplish since last scrum?

- Finalised sprint planning

What will you do until the next scrum?

- Work on booking
- Make start Backend personalised posting

Do you have any roadblocks preventing you from doing your work?

- N/A

Meeting Minutes

Meeting No: 3

Meeting Details

Date: 6 October 2020

Venue: Microsoft Teams

Attendees: Ben, Benny, Darren, Mitchell

Apologies: N/A

Information / Decisions

- Updated members on progress
- Discussed code design
- Discussed next meeting date (7 October)

Action Items

- Trello Board
- Frontend posting fetch methods

What did I accomplish since last scrum?

- Got user profile displays done
- Booking partially implemented
- Backend get methods progress made for posting on frontend

What will you do until the next scrum?

- Work on booking
- Update Trello
- Make start on frontend fetch methods for posting bookings

Do you have any roadblocks preventing you from doing your work?

- N/A

Meeting Minutes

Meeting No: 4

Meeting Details

Date: 7 October 2020

Venue: Microsoft Teams

Attendees: Ben, Benny, Darren, Mitchell

Apologies: N/A

Information / Decisions

- Discussed code design
- Met with product owner
- Discussed next meeting date (12 October)

Action Items

- Trello Board
- Make progress on implementing the display features for bookings for users
- Update front end to reflect business being able to view their respective bookings

What did I accomplish since last scrum?

- Login progress made to fetch login details
- Booking partially implemented

What will you do until the next scrum?

- Work on implementing display features for bookings for users
- Implement display bookings for users
- Implement display employees for employees
- Update Trello

Do you have any roadblocks preventing you from doing your work?

- N/A

Meeting Minutes

Meeting No: 5

Meeting Details

Date: 12 October 2020

Venue: Microsoft Teams

Attendees: Ben, Benny, Darren, Mitchell

Apologies: N/A

Information / Decisions

- Delegate new tasks
 - Frontend template
 - Profile and personalised view functionality
- Updated sprint planning document
- Discussed code design
- Discussed next meeting date (14 October)

Action Items

- Trello Board
- Personalised booking display for employee
- Deploy to AWS

What did I accomplish since last scrum?

- Make progress on implementing the display features for bookings for users
- Update front end to reflect business being able to view their respective bookings

What will you do until the next scrum?

- Work on displaying bookings for the employee
- Host the API on AWS

Do you have any roadblocks preventing you from doing your work?

- Technical issues associated with the code

Meeting Minutes

Meeting No: 6

Meeting Details

Date: 14 October 2020

Venue: Microsoft Teams

Attendees: Ben, Benny, Darren, Mitchell

Apologies: N/A

Information / Decisions

- Updated members on progress
- Collaborative coding session

Action Items

- Deploy website to AWS

What did I accomplish since last scrum?

- Employee can view bookings made with their associated business

What will you do until the next scrum?

- Deploy website to AWS

Do you have any roadblocks preventing you from doing your work?

- N/A

