

# Meeting Minutes

## Weekly Meeting with 6.TUES-18.30-3/Mr Mohammad Ali

Meeting No: 1

### Meeting Details

Date:	04/08/2020
Venue:	Microsoft Teams
Attendees:	Oscar Ling Indirakshi Sreeram Andhika Rakha Yuepeng Du Mr Mohammad Ali
Apologies:	N/A

### Information / Decisions

No.	Item
1	Double checked setup for clickup and github. Made sure everyone was up to date and had registered/logged in
2	Presented user stories and showed weekly progress to tutor.
3	Tutor went over progress for next week, what we should focus on (sprint/backlogs)
4	<p>Used Scrum Poker to decide order of priority for each user stories. Results are below.</p> <ul style="list-style-type: none"><li>• As a Customer, I would like to create/ Sign Up for an account so I can use the application. (Scrum points 20)</li><li>• As a Registered User, I would like to create an appointment with a service provider so I can book a time with them. (Scrum points 20)</li><li>• As an employee, I would like view the company dashboard so I can track my current booking and assigned working hours. (Scrum points 20)</li><li>• As a customer, I would like to sign up/log in so I can view available time and date for a service. (Scrum points 20)</li><li>• As a customer, I would like to view my appointment details so I can track the date/time of the booking (Scrum points 20)</li></ul>

	<ul style="list-style-type: none"> <li>As an admin, I would like to login to the system so I can edit a new employee to our team.( Scrum points 20)</li> <li>As a registered user, I would like to update my Account details so I can change my name, address and phone number. (Scrum points 5)</li> <li>As an admin, I would like to view workers' availability for the 7 days, so I can assign new customers to them. (Scrum points 5)</li> </ul>
5	Oscar to setup next team meeting, Saturday the 8th of August at 17:00

## Action Items

No.	Item	Who	By
1	Add items to clickup and assign roles	All members	08/08/2020
2	Think about user stories and write a few	All members	08/08/2020
3	Add sprint 1	Indirakshi Sreeram	08/08/2020