Meeting Minutes

Administration

**Meeting Type:** Daily Standup

**Sprint Number**: 2

**Date:** 21/09/2020

**Start** **Time**: 6:02pm

**End** **Time**: 6:10pm

**Participants:**

Alana Tobgui (s3760538)

Dan Bound (s3719027)

Gleb Bogachev (s3694543)

Xuan Vo (s781244)

Topics

**Topic 1 – Front End:**

Major functionality of booking and admin are complete

**Topic 2 – Deployment:**

Back end is complete

**Topic 3 – Documentation:**

Alana finalising documents

Alana performing sprint review

Alex for sprint retro

**Topic 4 – Clickup:**

Please assign to the board what tasks you want to get done

**Topic 5 – Finalising:**

Gleb to merge all files