

Meeting Report - February 6, 2025

Meeting Details

Date: February 6, 2025

Time: 4:00 PM – 6:00 PM

Attendees:

- Harsh Kapoor
- Priyanshu Vora
- Jenny Dobariya
- Rohit Pillai
- Neeti Pandya
- Minhazul Islam Mahim

Objective

The meeting was held for project planning, resolving development questions, and setting up next steps.

Discussion Summary

- The team went over the interrelationship of pages and the users' flow through them.
- A question about managing and processing data was raised.
- The rest of the team emphasized the need for good documentation and proactive communication to take the project forward.
- The team agreed to communicate all significant changes in the project through GitHub Issues and further assessed additional project requirements.
- The team scheduled an additional meeting to discuss pre-development issues.
- Mockups and wireframes will be ready by the next meeting.

Decisions Made

- User flow and wireframes need to be aligned before development commences.
- Break down communication barriers using GitHub Issues and scheduled topics.
- Improve documentation to better depict information related to the new phase of development.
- Once wireframes are completed, development and marketing, as well as cross-country promotions, can commence with planning.

Conclusion

The meeting was instrumental in clearing up questions and aligning the team towards the next course of action. The focus is now on detailing the project plan along with the wireframes before development can begin.