

Weekly Scrum Meeting Minutes
Meeting No: 1&2 Week 1 Meeting

Date:	03/03/2017
Venue:	Building 12.11.019, RMIT University, Melbourne VIC 3000, Australia
Attendees:	Ran Lu, Yang Ding, Ziqi Liu
Apologies:	-
Copy To:	-

No	Discussion	Action/Person
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1	Discussed project requirements, tools used for communications	Set up Trello Board for functional requirements, use WeChat for group chats
2	Discussed version control system	Set up GitHub repository
3	Discussed tools for developing the project	Create the project in Java Eclipse
3	Set up roles for each group member	Ran: Scrum master, Ziqi and Yang: Team member

Weekly Scrum Meeting Minutes
Meeting No: 3 Week 2 Meeting 1

Date:	10/03/2017
Venue:	Building 12.11.019, RMIT University, Melbourne VIC 3000, Australia
Attendees:	Ran Lu, Yang Ding, Ziqi Liu
Apologies:	-
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No.	Discussion	Action/Person
1	Show the product owner the Trello board, and need to change to a more professional look	Reset Trello board, move all things to one board
2	Discussed requirements for next week, including set up database	Create tasks for the third week, create sprint backlog.
3	Discussed user stories for login and register.	User stories will be created by Ran and Yang.

Weekly Scrum Meeting Minutes

Meeting No: 4 Week 2 Meeting 2

Date:	16/03/2017
Venue:	Level 5, RMIT Swanston Library, Melbourne, VIC 3000
Attendees:	Ran Lu, Yang Ding, Ziqi Liu
Apologies:	-
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No.	Discussion	Action/Person
1	Discussed the tasks completed in this week and how to retrieve information from group mates' Java development kits	Set up SourceTree for all group members and pull data from remote repository
2	Showed remaining tasks for week 2, which is design a mock up for login, business owner main menu and customer main menu	Mock up will be designed by Yang Ding and post to Trello.
3	Encountered a problem that was local branch didn't synchronize with remote branch, cannot pull others' work from Git	Ran Lu committed and pushed all changes to the remote branch, merged feature-login with develop.
4	One remaining function was to display stored data to owner in the console	This function will be developing by Ziqi Liu.
5	Databases for both business owner and customer have been implemented yet, we discussed options including Google DataStore, Amazon DynamoDB and SQL	This function will be developing by Ran Lu

Weekly Scrum Meeting Minutes

Meeting No: 5 Week 3 Meeting 1

Date:	16/03/2017
Venue:	Level 11, Room 019, RMIT Building 12, Melbourne, VIC 3000
Attendees:	Ran Lu, Yang Ding, Ziqi Liu
Apologies:	-
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No.	Discussion	Action/Person
1	Discussed the interface for main menu, the main menu should show 2 options: login and register	Authenticate and authorize users on different types, functions will be changed by Ziqi Liu.
2	The mock up for login and register should be the same as the menu in console	Mock up changes will be done by Yang Ding.
3	New sprint backlog is creating a class storing booking info and a new user story for a new function	Functions for viewing available days/time and a user story will be designed by Ran Lu.
4	New mock up for new function should be designed.	It will be designed by Yang Ding.

Weekly Scrum Meeting Minutes

Meeting No: 6 Week 3 Meeting 2

Date:	23/03/2017
Venue:	Swanston Library level 6, RMIT Building 8, Melbourne, VIC 3000
Attendees:	Ran Lu, Yang Ding, Ziqi Liu
Apologies:	-
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No.	Discussion	Action/Person
1	New function view available days/time should be implemented and draw the mock up	Functions will be built by Ran Lu, mock up will be completed by Yang Ding.
2	Previous work reviewed	Recursive main menu have been built by Ziqi Liu.
3	Mock up for login and register	These mock up have been changed to meet requirements, completed by Yang Ding.
4	Acceptance testing and unit testing for login and register	Both functions will be testing by Ran Lu.

Weekly Scrum Meeting Minutes

Meeting No: 7 Week 4 Meeting 1

Date:	24/03/2017
Venue:	Level 11, Room 019, RMIT Building 12, Melbourne, VIC 3000
Attendees:	Ran Lu, Yang Ding, Ziqi Liu
Apologies:	-
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No.	Discussion	Action/Person
1	Using localhost database before, need fix the problem by using SQLite or remote database.	Database will be changed by Ran Lu, along with all the functions for interacting with the database.
2	Unfinished unit tests for login and register, need to be implemented in Java.	Task will be finished by Ran Lu.
3	A more complicated password is required for registration.	Task will be finished by Ran Lu.
4	Need to add an exit function for both business owner and customer menus.	Task will be finished by Ziqi Liu.
5	New user stories & mock up for adding employees and adding days/time slots for business owner.	Both requirements will be done by Yang Ding. After finished, Ran will email the product owner to confirm everything is permitted and no further changes.
6	New functions for adding a new employee and unit test for this function.	
7	New functions for adding work days/time slot for business owner.	

Weekly Scrum Meeting Minutes

Meeting No: 8 Week 4 Meeting 2

Date:	30/03/2017
Venue:	Swanston Library, RMIT Building 8, Melbourne, VIC 3000
Attendees:	Ran Lu, Yang Ding, Ziqi Liu
Apologies:	-
Copy To:	-

No.	Discussion	Action/Person
1	Review functions for this week: Add new employee, found one problem: every business owner can view all employees' details, no privacy between each business owner account.	Add a HashMap <username,BusinessOwner> businessOwnerList in BusinessController, retrieve data from each business owner by username, update employee's details for each business owner separately.
2	Review functions for this week: Add business hours. Same problem as adding employees.	Solve the problem by adding business owner list and manage data by each owner separately.
3	Completed function: a more complicated password is required for registration.	Finished by Ran Lu, test passed.
4	Completed function: need to add an exit function for both business owner and customer menus.	Completed by Ziqi Liu.
5	New user stories & mock up for view all bookings, view new bookings, view all workers' availability for the next 7 days need to be finished.	Tasks finished by Yang Ding.
6	Need clarification from product owner for various functions.	Check with the tutor in tutorials, functions shown below.

Weekly Scrum Meeting Minutes

Meeting No: 9 Week 5 Meeting 1

Date:	31/03/2017
Venue:	Level 11, Room 019, RMIT Building 12, Melbourne, VIC 3000
Attendees:	Ran Lu, Yang Ding, Ziqi Liu
Apologies:	-
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No.	Discussion	Action/Person
1	Ran: "We need to add all data into the database and create new tables for them".	Employee, business time, working time will be added by Ran.
2	Ziqi: "After talked with the product owner, we need to allow owner to select day in a week first, and select time period for each employee's working time."	Function will be changed by Ziqi.
3	Yang: "Two methods for each function: one for capturing user input, one for conditions check and insert to database."	Task will be finished by Ran Lu.

Weekly Scrum Meeting Minutes
Meeting No: 10 Week 5 Meeting 2

Date:	31/03/2017
Venue:	Swanston Library, RMIT Building 8, Melbourne, VIC 3000
Attendees:	Ran Lu, Yang Ding, Ziqi Liu
Apologies:	-
Copy To:	-

No.	Discussion	Action/Person
1	Ran: 3 functions remaining for part 1: 2 for business and 1 for customer.	Customer function for Ran, 2 business functions for Yang and Ziqi.
2	Ziqi: We need a new booking table to store all bookings, and two keys to business owner and customer.	Task will be finished by Ran Lu.
3	Ziqi: We need phone number checking for adding employee. Ran: So we also need it for adding business and customer.	Task will be finished by Ziqi.
4	Yang: I'll complete view all bookings function.	Task will be finished by Yang.

Weekly Scrum Meeting Minutes

Meeting No: 11,12 Week 6 Meeting

Date:	07/04/2017
Venue:	Level 11, RMIT Building 12, Melbourne, VIC 3000
Attendees:	Ran Lu, Ziqi Liu
Apologies:	-
Copy To:	-

No.	Discussion	Action/Person
1	Ran: We only have 2 functions for bookings left, and all unit tests and probably need to refactor code.	Functions will be completed by Yang and Ziqi, unit tests and documentation will be finished by Ran.
2	Ziqi: There was problems when we chose to view new bookings, currently it compares the time in a day and ignore the date comparison. Ran: If we alter the booking table in db, add one for booking date and another for time, we can compare them separately.	Update database will be completed by Ran, functions for comparing the past bookings and new bookings will be implemented by Ziqi.
3	Ran: we will change the functions for adding business time: a owner can choose which day in a week and manually enter open and closing time.	This function will be changed by Ran. Allow the owner to select a set of days in a week and time.
4	Ran: add employee need to allow an owner to enter multiple day/time sets for each employee.	Task will be finished by Ran.
5	Ran: We need a class diagram.	Class diagram will be created together.
6	Ziqi: We can meet during the semester break to build GUI and other stuff.	Depends on everyone's schedule.

Project Name

Appointment Booking System

Weekly Scrum Meeting Minutes

Meeting No: 13 Week 7 Meeting

Date:	21/04/2017
Venue:	Level 11, RMIT Building 12, Melbourne, VIC 3000
Attendees:	Ran Lu, Ziqi Liu, Yang Ding
Apologies:	-
Copy To:	-

No.	Discussion	Action/Person
1	Ran: All functions for part 1 have been finished, we need to build a GUI using Scene Builder.	Functions will be completed by Ran.
2	Ziqi: We need to add functions for customer booking and owner booking.	Customer make booking and owner make booking will be completed by Ziqi.
3	Yang: for the function making a new booking, we need to check if the employee is available at that time.	This function will be finished by Yang.
4	Ran: We need to finish the functions for adding new services.	Depends on the progress before next Friday, complete before final submission.

Project Name
Appointment Booking System

Weekly Scrum Meeting Minutes
Meeting No: 14 Week 7 Meeting

Date:	27/04/2017
Venue:	Level 11, RMIT Building 12, Melbourne, VIC 3000
Attendees:	Ran Lu, Ziqi Liu
Apologies:	-
Copy To:	-

No.	Discussion	Action/Person
1	Ziqi: The GUI doesn't work on my laptop, there are exceptions that I cannot fix.	Need to check with product owner.
2	Ran: We need to finish all functionalities and GUI by the end of this week.	Tasks will be completed together.

Project Name
Appointment Booking System

Weekly Scrum Meeting Minutes
Meeting No: 15 Week 8 Meeting

Date:	28/04/2017
Venue:	Level 11, RMIT Building 12, Melbourne, VIC 3000
Attendees:	Ran Lu, Ziqi Liu
Apologies:	-
Copy To:	-

No.	Discussion	Action/Person
1	Ran: I've found that if you use an older version of Java JRE, like .50 or something, the Alert class is missed from Java.	Help to update Ziqi's Java JRE to the newest version.
2	Ziqi: I'll finish the GUI design in the Scene Builder.	Tasks will be completed by Ziqi.

Weekly Scrum Meeting Minutes

Meeting No: 16 Week 8 Meeting

Date:	04/05/2017
Venue:	Swanston Library, RMIT Building 8, Melbourne, VIC 3000
Attendees:	Ran Lu, Ziqi Liu, Yang Ding
Apologies:	-
Copy To:	-

No.	Discussion	Action/Person
1	Ran: All functionalities have been completed, we need to test if any bugs remained, and run the application by users' views to make some improvements.	All team members will test the application.
2	Yang: I'm not sure about business owner viewing employees' availability function, should we check business hours, the employee's working time and existing bookings, and show only one employee each time?	Check with product owner.
3	Ran: I think we also need this function to include all workers' working time for convenience, but we'll talk to product owner about it	Check with product owner.
4	Ziqi: So the tasks left are a few things including making a build, I'll try to make a build by Maven.	Task will be completed by Ziqi.
5	Ran: Only one thing, we need a design pattern, I'm not sure which one to be used by now, so I'll decide it and work on it this weekend.	Task will be completed by Ran.

Weekly Scrum Meeting Minutes
Meeting No: 17 Week 9 Meeting

Date:	05/05/2017
Venue:	Level 11, RMIT Building 12, Melbourne, VIC 3000
Attendees:	Ran Lu, Ziqi Liu, Yang Ding
Apologies:	-
Copy To:	-

No.	Discussion	Action/Person
1	Ran: We need to finish builds by Maven and design patterns for next week.	All team members will test the application.
2	Ziqi: New function for customizing GUI need to be implemented.	Check with product owner.
3	Yang: There was also a problem that for existing customer, we can check his/her name and auto-filled in.	Check with product owner.

Weekly Scrum Meeting Minutes
Meeting No: 18 Week 9 Meeting

Date:	11/05/2017
Venue:	Swanston Library, RMIT Building 8, Melbourne, VIC 3000
Attendees:	Ran Lu, Ziqi Liu, Yang Ding
Apologies:	-
Copy To:	-

No.	Discussion	Action/Person
1	Ran: All functionalities have been completed, we need to check with product owner for any changes.	Check with product owner.
2	Ziqi: We still need to finish builds and design patterns.	Check with product owner.
3	Yang: Further tests need to be done in Lean Testing for all functions.	Check with product owner.

Weekly Scrum Meeting Minutes
Meeting No: 19 Week 10 Meeting

Date:	12/05/2017
Venue:	Level 11, RMIT Building 12, Melbourne, VIC 3000
Attendees:	Ran Lu, Ziqi Liu, Yang Ding
Apologies:	-
Copy To:	-

No.	Discussion	Action/Person
1	Ran: We've shown the product owner customizing GUI and create guest account for non-registered customer, but the latter is not required.	Remove create guest accounts.
2	Ziqi: The main system need a design pattern, using factory or façade.	Task will be completed by Ran.
3	Yang: For documentation like pitch video, we don't need it for main system, so we can complete it later.	Complete main system before due date by all team members.

Weekly Scrum Meeting Minutes
Meeting No: 20 Week 10 Meeting

Date:	17/05/2017
Venue:	Swanston Library, RMIT Building 8, Melbourne, VIC 3000
Attendees:	Ran Lu, Ziqi Liu, Yang Ding
Apologies:	-
Copy To:	-

No.	Discussion	Action/Person
1	Ran: I've changed to project to Maven I Eclipse, we only need to finish Junit tests and Design patterns.	Task finished by Ran.
2	Ziqi: I'll update the class diagram to show the design pattern.	Task finished by Ziqi.
3	Yang: I've finish all test cases in Lean Testing, we need to check with the product owner to see if anything left need to be done.	Task finished by Yang.

Weekly Scrum Meeting Minutes
Meeting No: 21 Week 11 Meeting

Date:	19/05/2017
Venue:	Level 11, RMIT Building 12, Melbourne, VIC 3000
Attendees:	Ran Lu, Ziqi Liu, Yang Ding
Apologies:	-
Copy To:	-

No.	Discussion	Action/Person
1	Ran: We need to complete all documentation in next week.	Task finished by Ran.
2	Ziqi: I'll add more unit tests for all classes.	Task finished by Ziqi.
3	Yang: I'll finish the pitch video and discuss with the product owner to see if any changes required.	Task finished by Yang.

Weekly Scrum Meeting Minutes
Meeting No: 22 Week 11 Meeting

Date:	23/05/2017
Venue:	Swanston Library, RMIT Building 8, Melbourne, VIC 3000
Attendees:	Ran Lu, Ziqi Liu, Yang Ding
Apologies:	-
Copy To:	-

No.	Discussion	Action/Person
1	Ran: We can probably finish all documentation by this Friday, so we've got a chance to show the product owner.	Task finished by Ran.
2	Ziqi: I'll have a look at the product post-mortem.	Task finished by Ziqi.
3	Yang: I'll finish the pitch video and discuss with the product owner to see if any changes required.	Task finished by Yang.