**Stand Up Meeting (INTE 30033)**

* Tasks: Planning Phase Done
  + Make Initial Gantt Chart
  + Find Main Project Management Tool – Monday.com
  + Find Environment Set Up
    - Workspace Set Up – ERD, Install: XAMPP, Git, Composer, Node, VS Code, Postman
    - Web Hosting Set Up – Hostinger
    - System Flow – Action Diagram
    - CORS Set Up (Not Yet Started)
  + Define All Features of the Site - Likha
  + Make a Mock-Up
* Individual Task Updates
  + Project Manager: Lance – Organized Project Timeline, PM Tool, Environment Set Up
  + Tester 1: Arzel – App Name, Details, Project Timeline
  + Tester 2: Aiza – App Name, Details, Project Timeline
  + Technical Lead 1: Airon – Environment Set Up, Bought Web Hosting, ERD, Action Diagram
  + Technical Lead 2: Jeff – Environment Set Up, All Features of the Site, Project Timeline
  + UI/UX Designer: Kylie – App Name, Details, Mock-Up

**Sprint Planning, and Progress Update (ELEC1)**

* Initializing Phase (Sprint 0): Done
  + Get Requirements for the Project
  + Make a Use Story & Use Case Diagram
  + Assign Key Roles – PM: Lance, T1: Arzel, T2: Aiza, TL1: Airon, TL2: Jeff, UI/UX: Kylie
* Planning Phase (Sprint 1): Done
  + Make Initial Gantt Chart
  + Find Main Project Management Tool – Monday.com
  + Find Environment Set Up
    - Workspace Set Up – ERD, Install: XAMPP, Git, Composer, Node, VS Code, Postman
    - Web Hosting Set Up – Hostinger
    - System Flow – Action Diagram
    - CORS Set Up (Not Yet Started)
  + Define All Features of the Site – Likha
  + Make a Mock-Up
* Executing Stage (Sprint 2): Not Yet Started
  + Account Creation Module (Dec 11-13)
    - Account Creation System
    - Account Verification
    - UI/UX
  + Log-in Module (Dec 13-16)
    - Log in via email + password
    - Log in via other app
    - Forgot Password
    - UI/UX

**Sprint Retrospective (ELEC1)**

* What went well
  + With the current tasks and sub-tasks, our project is done on Initiating and Planning Phases, and is now on the Executing Phase, 38.9% done!
  + Every Tasks in the Sprint 1 is done on time.
* What could be improved
  + Tasks might get done faster if we have time to meet each other and discuss and do the project matters.
* What needs to be done
  + Next Phase is the Executing Phase, what we envision as the hardest phases of all, even if our PM tool says our project is 38.9% done, next tasks will give little but still progress to this project. Next tasks includes the development of Account Creation and Log-in Modules.