

{Level-0} Scrum#3 Meeting#3

Sat., 2nd March, 2024

Platform: Discord

Attendees

- ☒ **Md. Sabbir Hasan Bhuiyan(20701040)**
- ☒ **Sourav Karmakar(20701067)**
- ☒ **Saima Bintha Amin(20701050)**
- ☒ **Md. Shahin(20701057)**
- ☐ **Shajidul Islam(20701062)**
- ☒ **Farhana Sultana Ananna(20701080)**
- ☒ **Tapos Das Minmoy (20701052)**

Agenda

Last Meeting Follow-up

During our Scrum Meeting #3 on February 28, 2024, the following action items were assigned:

MD. Shahin (20701057) modified the user interface of leave application Form on figma.

Saima Bintha Amin (20701048) and Farhana Sultana Ananna (20701080) implemented the user interface of leave application Form.

#Sabbir Hasan Bhuiyan (20701040) modified the user interface of leave application Form. Wrote his part of product backlog too.

Sourav Karmakar (20701067) has written a part of the product backlog too.

#Md. Sahin (20701057) has written the meeting minutes of meeting 2.]

Notes

- Discussion about Level 01's UI group's instructions.
 - Task 1: The implementation was not perfect, hence reassigning it to Saima Bintha Amin (20701048) and Farhana Sultana Ananna (20701080).
- Discussion about Level 01's DB group's instructions.
- Discussion and selection of progress tracking platform : trello
- MD. Shahin was selected as a minutes writer for this meeting.

Action Items

1. Action

- Assigned Md. Shahin(20701052) to design two pages on figma
- Assigned **Minutes Writing task** to **Tapos**

Next Meeting Agenda Items

- **Agenda 1**

Review the assigned tasks.

Deadline

- 6th March, 2024.