

# Minutes of the Meeting for Project – Our System KIDDO HEALTH

## 1) Minutes of the Meeting

Date: 1 August 2025

Time: 18:00

Platform/Location: Online Teams

Attendees:

- Rumbidzai Moyo Chaka
- Elzane Frans
- Siganelo Ninzi
- Natasha Njili
- Sibahle Oluyain Shange
- Mkhulu Nicholus Sithole

### Agenda

1. Kick-off: How we will start developing the project
2. Review of the step-by-step setup guide (screenshots) shared by Elzane
3. Project setup: repository, branching, and environments
4. Tools, libraries, and workflow
5. Roles, responsibilities, and immediate milestones

### Discussion

We met to find out how to begin the project. Elzane shared a very detailed step-by-step setup guide with screenshots, and we went through it together. The guide was to help us:

- Install the required tools (Node.js, Git) and verify versions.
- Initialize a React project, create the base folder structure, and run the development server locally.
- Connect to a remote GitHub repository, make the first commit, and push the repository.

- Add a sample page to confirm that everything in the stack is working.

## Decisions

- We agreed to use ReactJS as our development framework.
- We decided to adopt Elzane's setup guide as our official starting point, and we'll include the screenshots in the README.
- We agreed to use a protected main branch with a pull request-based workflow.
- We will track our work on a shared project board, using issue templates for consistency.

## Next Meeting

By the next session, I will report on my progress alongside the rest of the team. Each of us is expected to:

- Install Node.js and verify the environment setup.
- Initialize the React project locally.
- Practice GitHub usage: syncing (fetch/pull), forking, committing, and pushing changes.

## 2)Minutes of the Meeting

Date: 12 August 2025

Time: 18:00

Platform/Location: Online Teams

Attendees:

- Rumbidzai Moyo Chaka
- Elzane Frans
- Siganelo Ninzi
- Natasha Njili
- Sibahle Oluyain Shange
- Mkhulu Nicholus Sithole

## Agenda

In this meeting, each of us had to report on our progress:

- Installation of Node.js and verification of environment setup.
- Initialization of the React project locally.
- GitHub usage: syncing (fetch/pull), forking, committing, and pushing changes.

Most of us were able to install Node.js successfully, initialize the React project, and clone the repository we created. I was also able to push my changes to GitHub.

We worked together to help those who were struggling with syncing and forking the repo so that everyone could start working on their branches.

## Challenges I Noted

- Mkhulu and Elzane had problems with their PCs, which stopped them from starting with the setup.
- Rumbidzai could not participate fully because of a family crisis.

## Decisions We Made

- We will continue using the branch workflow in GitHub for collaboration.
- We agreed that those who had PC issues (Mkhulu and Elzane) would be assisted further so they can catch up.
- We will keep track of progress more closely on the shared project board.

## Next Meeting Plan

- Check if Mkhulu and Elzane have managed to fix their PC issues and complete the setup.
- Confirm if Rumbidzai has caught up after resolving personal matters.
- Review the first small feature implementations from those of us who have already started coding.

### 3)Minutes of the Meeting

Date: 25 August 2025

Time: 18:00

Platform/Location: Online Teams

Attendees:

- Rumbidzai Moyo Chaka
- Elzane Frans
- Siganelo Ninzi
- Natasha Njili
- Sibahle Oluyain Shange
- Mkhulu Nicholus Sithole

Agenda

1. Check project progress so far
2. Frontend status and contributions
3. Preparation for meeting with lecturer
4. Documentation responsibilities

Discussions & Key Points

- We met to review how far everyone was with the project.
- Mkhululi and Singekakho were the only ones who had a frontend running. Even though it still needed some tweaks, it gave us a foundation to work with.
- As a team, we added our parts to the existing frontend so that we had something to present.
- The urgency was that we needed to meet with our lecturer to show the progress made.
- After the lecturer's meeting, it was agreed that everyone would shift focus to their documentation.
- We also agreed to keep each other updated regularly via WhatsApp to make sure we remain aligned.

### Decisions Taken

- Use the existing frontend (by Mkhululi and Singekakho) as the base for development.
- Everyone to work on documentation after the lecturer's meeting.
- Team to communicate progress and challenges through WhatsApp.

### Next Steps

- Frontend Team (Mkhululi & Singekakho): Continue refining and fixing tweaks on the frontend.
- All Members: Focus on documentation tasks.
- Everyone: Keep updating the team on WhatsApp about progress.