**Project: Collecting narratives on self-managing health care experiences**

**Minutes of Meeting Log**

**Subject**: **Minutes of Progress Meeting 04/11/19**

**Venue**: **Teleconference**

**Minutes taken by: Shruthi K V**

**Attendee**:

Surya Prakash G

Anusha K T

Hina M

Sahana

Nivetha

Shruthi K V

**Agenda**:

Discussions on Version B project requirement after meeting the Product owner.

**MOM**: Requirements are listed as provided by the P.O.

The application will offer three features:

1. It gives a narration describing the health issue of concern using voice.

2. It asks user set of questions and record their response as a narrative (story) of an anonymous user.

3. It allows users to listen to a particular story of another person without requiring extensive navigation.

**Subject**: **Minutes of Progress Meeting 05/11/19**

**Venue**: **Teleconference**

**Minutes taken by: Anusha K T**

**Attendee**:

Surya Prakash G

Anusha K T

Hina M

Sahana

Nivetha

Shruthi K V

**Agenda**:

Requirements gathering and User story creations

Project progress and any issues\concerns related to tasks

**MOM**:

Discussions on how the Prototype should be

Low-literate users will be encouraged to share their own experience via mobile application.

The second need is to test the acceptance of text-free user interface among low-literate people.

Creation of User story and estimation plan.

Priority the user stories

**Subject**: **Minutes of Progress Meeting 06/11/19**

**Venue**: **Teleconference**

**Minutes taken by: Surya**

**Attendee**:

Surya Prakash G

Anusha K T

Hina M

Sahana

Nivetha

Shruthi K V

**Agenda**:

Project progress and any issues\concerns related to tasks

Discussion on documents required and User stories into tasks

**MOM:**

Documents

-User stories backlog

-Sprint1 &2 planning

-UI modelling of Sprint 1 user stories

-Acceptance Test Cases for the functionality developed in this sprint. Testing

-Results

-Risk management for the functionality developed in this sprint.

And Assignment of each task

**Subject**: **Minutes of Progress Meeting 07/11/19**

**Venue**: **Teleconference**

**Minutes taken by: Nivetha**

**Attendee**:

Surya Prakash G

Anusha K T

Hina M

Sahana

Nivetha

Shruthi K V

**Agenda**:

Project progress and any issues\concerns related to tasks

Design of home screen User Interface with all menus, Navigation Icons and Design of the Q&A User Interface

**MOM:**

Acceptance Test Cases for the functionality developed for US1, US2.

Questions related to User Interface and flow

Unit testing discussion

**Subject**: **Minutes of Progress Meeting 08/11/19**

**Venue**: **Teleconference**

**Minutes taken by: Hina**

**Attendee**:

Surya Prakash G

Anusha K T

Hina M

Sahana

Nivetha

Shruthi K V

**Agenda**:

Project progress and any issues\concerns related to tasks

Design of User Interface for List of stories and Design of Navigation Icons and Proper navigation between screens

**MOM:**

Icon corrections and home page changes as discussed

Testing task allocated.

**Subject**: **Minutes of Progress Meeting 11/11/19**

**Venue**: **Teleconference**

**Minutes taken by: Sahana**

**Attendee**:

Surya Prakash G

Anusha K T

Hina M

Sahana

Nivetha

Shruthi K V

**Agenda**:

Project progress and any issues\concerns related to tasks

Formulate the Set of Questions Required and Design help audio and icons

**MOM:**

Discussion on Set of question was framed in order to capture whole scenarios of the user health issue.

UI design changes.

Testing results of US1 and US2

**Subject**: **Minutes of Progress Meeting 12/11/19**

**Venue**: **Teleconference**

**Minutes taken by: Shruthi K V**

**Attendee**:

Surya Prakash G

Anusha K T

Hina M

Sahana

Nivetha

Shruthi K V

**Agenda**:

Project progress and any issues\concerns related to tasks

Design record icons and Store the recorded data and Design of audio for navigation options available

**MOM:**

Changes on UI as per feedback from usability testing

Risk Analysis results for US3, US4 and US5.

Persona and Narrated Story tasks

**Subject**: **Minutes of Progress Meeting 13/11/19**

**Venue**: **Teleconference**

**Minutes taken by: Anusha K T**

**Attendee**:

Surya Prakash G

Anusha K T

Hina M

Sahana

Nivetha

Shruthi K V

**Agenda**:

Project progress and any issues\concerns related to tasks

Acceptance Tests on Design record icons and Store the recorded data and Design of audio for navigation options available.

**MOM:**

Unit Testing updates.

Recording decision related to submission.

Changes to Questions and record screen

**Subject**: **Minutes of Progress Meeting 14/11/19**

**Venue**: **Teleconference**

**Minutes taken by: Surya**

**Attendee**:

Surya Prakash G

Anusha K T

Hina M

Sahana

Nivetha

Shruthi K V

**Agenda**:

Project progress and any issues\concerns related to tasks

Acceptance tests on Design of play option to hear current narrated story and Design of User Interface for Confirmation to submit recording

**MOM:**

Acceptance Test Cases for the functionality developed in this sprint.

Testing Results

**Subject**: **Minutes of Progress Meeting 15/11/19**

**Venue**: **Teleconference**

**Minutes taken by: Nivetha**

**Attendee**:

Surya Prakash G

Anusha K T

Hina M

Sahana

Nivetha

Shruthi K V

**Agenda**:

Project progress and any issues\concerns related to tasks

Verifications and Validations of all the artefacts

**MOM**:

Discussion on Usability testing

Document correction.



