TR Sunshine

Sprint Planning Meeting 10/02

horizontal line

**10 FEB 2021 / 10:00 AM / REMOTE VIA** [**ZOOM**](https://us04web.zoom.us/j/72357989273?pwd=b0pzdGVhR05NWmk2YmRJSkxWSjJ3UT09)

# ATTENDEES

Rachel, Alun, Miryam, and Rana

# AGENDA

1. [Last Meeting follow up](https://docs.google.com/document/d/1pSWgxzd01I4EN_Xq1O8eDj-eBbqD3v8GaXGI9hV4K6k/edit)
2. MVP - quick review
3. Wireframe - review
4. SCRUM
   1. Team roles
   2. Confirmation of weekly meetings & daily standups going forward
   3. Tools
5. Preparation for official sprint planning meeting with company
6. Github document repository \
7. Assignment for Friday
8. Confirmation of next meeting

# NOTES

* We discussed the MVP & Rana suggested we add an extra layer above the main green points, which gave a clearer picture
* We agreed that a user has to be logged in to access the features of the app
* Alun drew the line that we agreed separated the MVP from the ‘nice to have’ features
* Wireframe - agreed we will start this tomorrow after the morning meeting and put a screen shot of progress to the presentation
* SCRUM - we have agreed to use the methodology & have started with the meeting structure; Alun has put together a document he is finalising, Rachel has added notes about some of the terminology; agreed that we still need to decide the roles, but this is starting to evolve and we can pick this up in the next week
* We started planning for the official Sprint Planning meeting with the company by starting to populate some ideas & a structure for the presentation
* Github document repository - Rachel will add the docs - agree all docs from the Google Docs folder except the person profiles, which we feel are private to the team
* Friday assignment -agreed all info is covered by submitting link to the Github repository and presentation
* Next meeting tomorrow morning

ACTION ITEMS

1. **Tidy up MVP - Alun**
2. **Add to Presentation: all when time & at meeting tomorrow**
3. **Put docs into Github docs repository: Rachel**

# NEXT MEETING’S AGENDA