Sprint 2 (4 week Sprint) - Minutes From Weekly Team Meetings

All group members were sent the minutes after the meeting for reference or if they were away.

Week 1 of sprint Meeting

Time box: 20 minutes

Date: 2nd October Monday

Group members away: None

On top of our daily scrum meetings we also conducted a weekly meeting to give the team members another opportunity to ask questions and to stay updated through the sprint.

Topics discussed:

1. What did you do this week?
2. What will you do next week?
3. Are there any impediments in your way?
4. Anything else you were having troubles with or wanted to add?

Outline: lots of initial problems

Minutes:

* Problems with initial setup of Django
  + Still struggling to get Django working on mac. The first sprint was done by just using in on windows.
* Discussed how we would have to communicate digitally often for our meetings in the future as multiple members will be unable to attend the meetings due to other life commitments.
* The previous sprints diagrams for how the CSS would look and how these will be integrated into the django code.
* Decided to go with a black taskbar instead of blue
* Time spent going over going forward in the next week how we will fix the problems that we are having with mac os.
* Everyone agreed to work on this collectively after the tute.

Week 2 Meeting

Time box: 20 minutes

Date: 6th October Friday

Group members away: Dale Roy

On top of our daily scrum meetings we also conducted a weekly meeting to give the team members another opportunity to ask questions and to stay updated through the sprint.

Outline:

Topics discussed:

1. What did you do this week?
2. What will you do next week?
3. Are there any impediments in your way?
4. Anything else you were having troubles with or wanted to add?

Minutes:

* Dale was away due to illness.
* Matt, Nicholas and Lach decided to not waste more time by trying to figure out how to get django working on mac.
* Nicholas displayed his first prototype that hey had been working on for the very basic version of the website.
* Lach and matt decided that they would make sure that the data bases would be populated before the next meeting.

Week 3 Meeting

Time box: 20 minutes

Date: 13st October Friday

Group members away: Dale Roy

On top of our daily scrum meetings we also conducted a weekly meeting to give the team members another opportunity to ask questions and to stay updated through the sprint.

Topics discussed:

1. What did you do this week?
2. What will you do next week?
3. Are there any impediments in your way?
4. Anything else you were having troubles with or wanted to add?

Outline:

Minutes:

* Dale was away due to illness
* Update
  + Databases have been populated
  + Dale has been able to partake in the meetings and the updates
  + Further progression with the layout and interaction of the website
  + Further progression with the integration of databases

Week 4 Meeting

Time box: 20 minutes

Date: 20st October Friday

Group members away: No One

On top of our daily scrum meetings we also conducted a weekly meeting to give the team members another opportunity to ask questions and to stay updated through the sprint.

Topics discussed:

1. What did you do this week?
2. What will you do next week?
3. Are there any impediments in your way?
4. Anything else you were having troubles with or wanted to add?

Outline:

Minutes:

* All team members were present
* Finalised everything in the project
  + Finalised the database and finished populating
  + Finished the layout and css using bootstrap.
  + Finishing the linking of pages and return buttons
  + Finishing admin privileges
* Everything finished for the final release
* Work collaboratively in person to finalise and do the last of the manual testing