Sprint 1 (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 Meeting

Time box: 20 minutes

Date: 1st September Friday

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
  + Dale and Nicholas agreed to collaborate to sort out initial setup problems
* Modifications to the way that we were interacting with both Git and discord
  + Now using more of the Facebook page for general communication but using discord for when all working collaboratively
* Not much progress was made due to the initial program setup problems
* Time spent continuing to bond as a new team.
* User stories finished off
* Determined clients and development team
  + Clients
    - Lach
    - Matt
  + Development team
    - Dale
    - Nicholas

Week 2 Meeting

Time box: 20 minutes

Date: 8st September Friday

Group members away: Lach Robinson

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:

* lach was away due to illness
* Nicholas and dale reported success with the progression on Django
* Further discussion of the design and layout of the databases and how they will interact
  + There will be a Accounts database and a locations database
  + These will be separate that will both be linked by the UI
* Initial database designs were sketched up

Week 3 Meeting

Time box: 20 minutes

Date: 15st September 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 created
  + Basic UI has been created
  + Can log in and create an account
  + Other must have basic features

Week 4 Meeting

Time box: 20 minutes

Date: 22st September 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
* Final designs were created for how the UI could look
* Data input into database tables
* Possible user interface designs were sketched up
  + Simplistic design
  + Easy to use
* Discussed how we worked as a team and that in the first week we were very unproductive