

SOEN341 Meeting Minutes #1

WebGuys

First Meeting

Meeting Date: January 24, 2025

Location: Hall Building, Room 811

Attendees: Manlai, Noah, Chadi, Wadih, Axil

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Manlai, Noah, Chadi, Wadih, Axil

Absent:

Ruso

Agenda Items:

- Group members were introduced, and the group was officially formed.
- Brainstormed potential group names and unanimously decided on **WebGuys**.
- Discussed the formatting structure for meeting minutes as per project requirements.
- Reviewed the organizational structure of the group project, focusing on task division and collaboration.
- Discussed the timeline and specific tasks to complete for Sprint.

Votes:

A unanimous vote was held to finalize the group name as **WebGuys**.

Next Meeting Agenda:

- Each member will individually review the project requirements to gain a detailed understanding of the overall scope.
- Create GitHub accounts, join the organization, and access the shared repository.
- Assign frontend and backend roles to members.

- Divide Sprint 1 tasks based on roles and member strengths

Next Meeting

The date and time of the next meeting will be determined over text communication.

Meeting Adjournment Time

4:40 PM in Hall Building Room 811.