

SOEN341 Meeting Minutes #2

WebGuys

Meeting #2

January 27th, 2025

Online Meeting

Attendees:

Manlai, Noah, Chadi, Wadih, Axil

Call to Order:

Scrum Master: Manlai

Meeting Started at 6:05PM

Approval of Previous Minutes:

- Reviewed the previous meeting minutes and confirmed accuracy.
- Discussed the tasks outlined in the last meeting to ensure alignment for this session.

Agenda Items:

Frontend and Backend Role Assignment:

- Frontend Members: Chadi, Manlai, Wadih
- Backend Members: Axil, Wadih, Noah
- Discussed the skillsets of each member and assigned roles accordingly to maximize productivity.

Writing User Stories and Descriptions:

- Agreed on writing descriptions that focus on what the user cares about most for clarity and simplicity.
- Briefly outlined the structure of the user stories to ensure consistency across the project.

GitHub Organization:

- Confirmed that all members successfully joined the repository.
- Agreed on maintaining a clear folder structure and documenting all progress in GitHub.

Meeting Minutes:

- Decided to upload meeting minutes to GitHub in the appropriate folder for transparency and record-keeping.

Technology Stack Confirmation:

- Finalized the use of **HTML, CSS, and JavaScript** for the frontend.
- Decided to use **MySQL** as the database for managing project data.
- Discussed basic integration between the frontend and backend technologies.

Project Planning:

- Briefly reviewed Sprint 1 deliverables and brainstormed initial steps for user authentication and team management features.

Votes:

- Voted on how to write user story descriptions: Agreed that they should only focus on what the user cares about.

Next Meeting Agenda:

- Clarify how roles (admin/member) should be defined in the registration process.
- Each member to spend time learning relevant code for their role (frontend/backend).
- All members to watch Git tutorials and improve familiarity with GitHub workflows.

Next Meeting:

Friday the 31st of January, 2025

Meeting Adjournment Time:

7:07PM