Meeting Minutes

# Weekly Meeting with 6.TUES-18.30-3/Mr Mohammad Ali

# Meeting No: 16

## Meeting Details

|  |  |
| --- | --- |
| Date: | 10/10/2020 |
| Venue: | Microsoft Teams |
| Attendees: | Oscar Ling  Indirakshi Sreeram  Andhika Rakha  Yuepeng Du |
| Apologies: | N/A |

## Information / Decisions

|  |  |
| --- | --- |
| No. | Item |
| 1 | Discussed comments from previous milestone and how to improve for Milestone 3 |
| 2 | Updated the team on each member’s progress for the week Demonstrated MySQL database to the group |
| 3 | Pushed new user stories (code) to github + code for MySQL |
| 4 | Discussed lab progress check for upcoming week- Demo |
| 5 | Set up tasks for each member to complete by next meeting |

## Action Items

|  |  |  |  |
| --- | --- | --- | --- |
| No. | Item | Who | By |
|  | Get documents together | Oscar Ling | 15/10/2020 |
|  | Clean up clickup/meeting minutes + communication log | Indirakshi Sreeram | 15/10/2020 |
|  | Work on Integration | Indirakshi Sreeram, Andhika Rakha | 13/10/2020 |
|  | Work on Terraform/AWS + Deployment | Oscar Ling | 13/10/2020 |
|  | Put together information on slides for presentation | Yuepeng Du | 14/10/2020 |