

Meeting Minutes



Date and Time	06/02/2026 2:00 PM
Project Name	Study Buddy
Meeting Goal	<ul style="list-style-type: none">• Finish sprint 1
Facilitator	Lan
Note taker	Lan
Attendees	Ali, Nilay, Lan, Maywon, Tavishi
Roundtable Updates (each group member to contribute)	.Personas done .Ethical issues done .Meetings up to date .Kanban in progress .Project scaffolding in progress
Discussion points	.Teams meeting to put everything together in one pdf .Review of previous tasks
Actions (list tasks and assign a group member)	.Attend teams meeting and submit sprint 1

