|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Role** | **Phone no:** | **Email/username** |
| Sanda Boghiu | Scrum Master and Product Owner | 07466654415 | bs941 |
| Jagoda Blaut (Jamie) | Web Designer | 07944916264 | bj552 |
| Jaspreet Kaur | Database Designer | 07955171302 | rj435 |
| Ellis Derham | Programmer | 07774001717 | de309 |
| Isaque Elias | Information Architecture/ Database | 07552230543 | hi318 |
| Cristina Cafeo | Tester | 07983263445 | cc9707t |

# **Report 1 – 17/01/2017**

This week we made the team. It was easy to find the right people around us. It seems to be the perfect team as each member can do one thing best, but in the same time can help with other tasks too.

The first stage was to gather information about each member and to assign roles to each of us. The team looks as follows:

**“Kung Fu Pandas” Team**

At the moment, the main way of communication is WhatsApp. We chose this app as everyone is using it and is comfortable with this. We plan to use Gig Hub in the future for sharing documents, ideas, etc.

**Minutes**: 60

**Attendance**: all

**Main topic**: roles

**Tasks for next week**:

* Think of technologies
* Make some research on backlog and user stories
* Find agile scrum tool

# **Report 2 – 24/01/2017**

**Minutes**: 14:45 to 16:00 (75 mins)

**Attendance**

On: Sanda, Ellis, Jamie, Jaspreet, Isaque

Off: Cristina (illness)

**Activities/Discussions**

We discussed and decided on the technologies that would be used to create the web site. These technologies will be PhP and MySql for database and programming, CSS and HTML for designing and Bootstrap as a framework. We will also use GitHub to share documents and code and Visual Studio will be used as a Scrum tool.

Further, we discussed the product backlog structure and how to create efficient user stories.

Another subject of interest was how to design the database.

**Tasks for next week:**

* Create accounts for each team member on git hub and visual studio
* Create a basic database ERD
* Create some user stories

# **Report 3 – 31/01/2017**

**Minutes: 14:30 – 15:00 Sanda and Cristina; 15:00 – 16:00 All, 90 mins total**

**Attendance: all**

**Activities/discussions**

* Going through user stories
* Decide on some parts of the design
* Making changes in the database

**Tasks for next week**

* Database improvement
* Starting on designing
* “login” page
* Split the user stories
* Sprints

# **Report 4 – 07/02/2017**

**Minutes:** 15:10 – 15:40 (30 mins total)

**Attendance:**

On: Cristina, Jamie, Ellis, Elias, Jaspreet

Off: Sanda (travelling)

**Activities/discussions:**

* Discussion about assumptions (statistical reports, exception reports)
* Database checking (ERD)
* Implementation of user stories
* Web page design combination
* Login and register page

**Tasks for next week:**

* Prioritize the tasks
* Queries
* Login connected to the database
* Implementation of a profile page

# **Report 5 – 14/02/2017**

**Minutes:** 15:00 – 15:45 (45 mins total)

**Attendance: all**

**Activities/discussions**

* Final design discussion
* Basic functionalities such as login and register
* Assumptions
* Creating accounts for each member of the team on the system

**Tasks for next week**

* Panopto presentation
* Further development on design and functionalities (register page)

# **Report 6 – 21/02/2017**

**Minutes:** 15:10 – 15:50(40 mins total)

**Attendance:**

On: Sanda, Jamei, Ellis, Elias, Jaspreet

Off: Cristina (coursework)

**Activities/discussions**

* Uploading panopto screen cast
* Working on database
* Register and login done
* Starting on “submit articles” functionality

**Tasks for next week**

* Finish “submit articles”
* Start on testing

# **Report 7 – 28/02/2017**

**Minutes:** ( mins total)

**Attendance:** all

**Activities/discussions**

**Tasks for next week**

# **Report 8 – 07/03/2017**

**Minutes:** ( mins total)

**Attendance:** all

**Activities/discussions**

**Tasks for next week**

# **Report 9 – 14/03/2017**

**Minutes:** ( mins total)

**Attendance:** all

**Activities/discussions**

**Tasks for next week**

# **Report 10 – 21/03/2017**

**Minutes:** ( mins total)

**Attendance:** all

**Activities/discussions**

**Tasks for next week**

# **Report 11 – 28/03/2017**

**Minutes:** ( mins total)

**Attendance:** all

**Activities/discussions**

**Tasks for next week**

# **Report 12 – 04/04/2017**

**Minutes:** ( mins total)

**Attendance:** all

**Activities/discussions**

**Tasks for next week**