

Meeting Report

Date: February 9th, 2024

Duration: 45 minutes (11:05 pm - 11:50 pm)

Attendees

Asma Aimade

Apolline Leboucher

Baudelaire Tsoungui Nzodoumkouo

Kaoutar El Azzab

Mohamed Gueye

Zineb Bamouh

Agenda

- ☒ Assign user stories and tasks
- ☒ Discussion on planning for Sprint 2
- ☒ Showing the work done and getting feedback

Discussion Summary

Today's in-person meeting was highly productive as we delved into the assignment of user stories and tasks for each team member. With the completion of project approach and documentation, it was crucial to allocate responsibilities effectively to ensure smooth progress during Sprint 2. We thoroughly discussed the requirements of each user story and distributed tasks based on individual strengths and expertise. Clear responsibilities were established, fostering accountability and cohesion within the team.

Furthermore, we dedicated a significant portion of the meeting to planning for Sprint 2. We reviewed the goals and objectives set for the upcoming sprint, ensuring alignment with the project timeline and overall objectives. By outlining key deliverables and milestones, we aim to streamline our efforts and maximize efficiency in the development process.

Overall, the meeting provided a solid foundation for the commencement of Sprint 2, with clear assignments and a well-defined plan in place.

Next Meeting Details

Date: Monday, February 12th (remotely)

Time: 2:45 pm

Duration: 50 minutes

Agenda: Finalizing Sprint 1