IFB299 Meeting

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| Minutes | August 7, 2017 | 3:00 - 4:00 pm | QUT Library |

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| Meeting called by | Whole group |
| Type of meeting | In person |
| Facilitator | Sarah Deriche |
| Attendees | Sarah, Ben, Will, Josh |

## Agenda topics

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| Discussion | Polish user stories on all features. | | |
| Develop a proper understanding of the case study and work on the user stories on all features. | | | |
| Discuss prioritizing techniques. | | | |
| Conclusions |  | | |
| * Finalized a backlog of the user stories | | | |
| * Applied MaSCoW | | | |
| Action items | | Person responsible | Deadline |
| Come up with acceptance criteria | | Will and Josh | 11 Aug |
| Expand on stories | | Everyone | 11 Aug |
| Add stories to JIRA | | Josh | - |

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| Special notes |  |