

Meeting Minutes - Tutorial 1 Group 5

Date and Time:

4/9/2021

11:00am - 12:00pm

Location:

Zoom

Meeting Attendees:

Joel Yang, Yi Sen Ooi, Chan Wai Han, Khant Hla Shwe

Apologies:

Rashid and Jun Hoe had wifi problems.

Absentees:

Mohammed Rashid, Jun Hoe

Facilitator:

Joel Yang

Minute Taker and Time Keeper:

Yi Sen Ooi

Session 2			
TIME ALLOCATED	1 hour	LED BY:	Khant
DISCUSSION	Sprint 1 and Task allocation To-do list priorities and estimation (stories) - First 30 mins Sprint 1 focus (to-do) - 50 mins Task allocation - 15 mins		
CONCLUSION	All the discussed matters have been settled.		

AOB

Not Applicable (N/A)

Next Meeting

7/8/2021

9:30pm - 10:30pm