Chingu Voyage 54 – Tier3 Team #35

Sprint #1 - Voyage Kickoff

horizontal line

05 March 2025 / 10:00 AM GMT -5 (Chicago)

# ATTENDEES

* Ahmed Sohail, Alberto Ngodi, Conor Barry, Doris John, Maryam Hazrati, Victoria Idris and Zaid Hassan

**Welcome and Introduction**

* Doris welcomed everyone to the meeting with a fun icebreaker activity indicating their feelings with an emoji display.  In attendance were all 7 team members – The team got familiar with one another and hit it off right away with Doris, our Primary Scrum Master encouraging the team to visit GitHub to familiarise themselves with the Chingu Agile Methodology as this is our first Sprint.
* Product Owner & UI/UX role - As the team is missing a designated Product Owner and UX/UI designer, Doris sought the consensus of the team to make a brief presentation on the missing resources.

**Presentation: Who is a PO?**

* Doris provided an overview of the role of a Product Owner (PO)
* Emphasised that, as a team without a designated PO, this role becomes a shared responsibility and a unique team value

**Project and Technical Stack Selection**

* The team had the option of generating their or leveraging the assigned projects.
* The team reviewed the suggested AI Helper web application project and agreed that it is a good choice and they were excited to work on it.
* The development team highlighted a few stacks to work with for both the backend and frontend (to be finalized)
* Albert will assist in the backend area with his data scientific experience.

**Team Workflow Definition**

* All team members encouraged to update their names on our team's GitHub [https://github.com/chingu-voyages/V54-tier3-team-35/blob/main/README.md]. This team update will enable us to set up our project management tool.
* We will discuss the GitHub workflow at our next meeting.

**Product Backlog Creation - A Shared Responsibility**

* Understanding backlog management and prioritisation
* Agreement on the collaborative approach to backlog refinement
* The Development was asked to create a channel thread to discuss the MVP and requirements needed for the project to help with interaction before our next meeting
* Vickie will be on the MVP channel, picking out the requirements highlighted by the dev team to create a product backlog.
* At our next meeting, we will discuss prioritisation
* Agreement on the collaborative approach to backlog refinement

**Product Vision**

Defined by Maryam

* To build an AI helper that has a login page, a history page, and a chat box for the user and the AI interaction

**Sprint #2 Planning**

* Planning and task allocation for Sprint #2
* Setting expectations and deliverables for the Sprint

**Next Steps and Action Items**

* Create a channel thread to discuss requirements, MVP, and technology stack
* We are having our next meeting on Discord team channel

**Date of Next Meeting**

* Friday 7th March 2025

# **ACTION ITEMS**

1. Dev – Friday 7th - Create dedicated development thread(s)on team channel

*Minutes Prepared by: Vickie*