

IT Project Meeting 15/09/21 Minutes

Attendees: Qiqi (the Client), Richard, Shang Zhe,
Minute Taker: Walter
Meeting began at 3:15pm

The team presented the current state of the state of the project. Richard explained what had been done during the previous sprint, then demonstrated the product on deployment. The client was happy with the work so far.

Walter entered the meeting late (3:21pm), during which the client was requesting functionality for cards to be able to be grouped into tags. Richard affirmed that tags would be worked on in the next sprint, and that Yujian had prepared some examples for the presentation.

Yujian demonstrated the sliding bar of tags to filter, user flow to add tags to cards under the card detail panel. The client was happy with the proposal and wished the team a good job on implementation – especially on the horizontal scroll bar that acted as a filter.

Richard asked whether visual styling could be completed in the next sprint. The Client asked on the team's velocity for the upcoming sprint, mentioning that 3-4 weeks were remaining for the semester. Yujian added that as soon as the discussed features were implemented then the project could be deemed completed. Richard and Shang Zhe provided a tentative deadline of week 10, week of October 4. Another sprint review would be scheduled after this date.

The client commended the team for their work on the prototype. And looked forward to meeting at the end of the next sprint.