

Meeting Minutes

Weekly Meeting with team/Supervisor

Meeting No: 2

Meeting Details

Date:	12/08/2022
Venue:	Collaborate Ultra - Canvas
Attendees:	Bryan Hong Darrick Edbert Laidin Mohamed Ali Mohamed W Nimesh C De Silva Hirday Bajaj Amir Homayoon Ashrafzadeh (Tutor)
Apologies:	

Information / Decisions

No.	Item
1.1	Went through User Stories + Jira with Amir: Need to amend user stories to encapsulate the process; e.g user wants secure access through telemedicine app. Need to create a wireframe to help us picture the user stories better. With the new user stories, need to readjust the way we have done story points (effort). > Team has agreed to do 'effort' based on estimated hours needed to work on that specific user story.
1.2	Team will be in contact through Discord over the weekend. To complete action items.

Action Items

No.	Item	Who	By
2.1	Complete Wireframe on Figma	All	13/08/2022
2.2	Complete Sprint Planning Notes	All	14/08/2022
2.3	Complete New User Stories	All	14/08/2022
2.4	Complete New Refactoring of Effort (Story Points)	All	14/08/2022
2.5	Ensure that GitHub is up and running for all	All	14/08/2022