



Requirements Engineering Meeting Minutes

Location: Microsoft Teams

Date: January 23, 2023

Time: 5:00pm – 5:30pm

Agenda Items

- 1) Each member must create five to ten user stories after conducting research on their own
- 2) Scrum master will physically visit museum in order to collect data and share with the rest of the team
- 3) Team members will be provided with findings in next meeting so they can update and revise user stories
- 4) Team members will participate in a round table discussion to communicate their findings

Action Items

[action item]	Owner	Deadline	Status
1) Create User Stories	Everyone	Jan 20	In Progress
2). Data Collection	Scrum Master	Jan 18	Complete
3.) Begin Backlog	Product Owners	Jan 25	In Progress
3). Requirement Engineering	Everyone	Jan 23	In Progress