

WEEK 6 MEETING:

Date: 05/04/2023

Attendance: Damon, Belal, Rahul, Brian, Disha

Meeting length: 40 minutes

Progress since last week: The business case has been finished, and a brief storyboard has been constructed to show the base layout of the ui for the product website. The team is still working on completing the project charter but are on track with no delays so far.

Review: As of this week, the team is on track with no delays. We have decided to take a selfish approach to this project, with each team member being assigned work to do and the meetings each week serve as a way to make sure everyone is on the same page and discuss peoples progress.

Plans for next week:

- Finish project charter
- Start constructing GUI of website storyboard
- Start on the WBS

Date	Event	Issue	Completed	Scope
Wed, Mar 29 2023, 4:58pm	Sprint started	CSIT-24 Justification of selected project CSIT-25 Business case CSIT-26 Project charter	0m	0m
Wed, Mar 29 2023, 5:09pm	Issue completed	CSIT-24 Justification of selected project	0m	0m
Wed, Apr 05 2023, 12:08pm	Issue completed	CSIT-26 Project charter	0m	0m
Wed, Apr 05 2023, 12:08pm	Issue completed	CSIT-25 Business case	0m	0m
Wed, Apr 05 2023, 12:08pm	Sprint completed	CSIT-24 Justification of selected project CSIT-25 Business case CSIT-26 Project charter	0m	0m