Rapat Internal 26/11/2021

## **Tanggal rapat | waktu** *(26/11/2021|* 19:00*)* | **Lokasi rapat** *Google Meet*

| |  |  | | --- | --- | | **Tipe rapat** | **Weekly** | External (*pilih salah satu)* | | **Fasilitator** | Kirana Zea | | **Notulis** | Dyandra Paramitha | | **Pencatat waktu** | Dyandra Paramitha | | **Peserta**   1. Kirana Zea 2. Daffa M. Azhar 3. Akmal Zaki A 4. Dyandra Paramitha |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
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# Topik agenda (update rapat sebelumnya)

**Progress yang telah dilakukan:**

* Membuat Dokumen Manajemen Risiko dan

# Topik agenda

* ~~Progress SDLC~~
* ~~To Do~~

## **Topik agenda** Progress SDLC

| **Deliverables** | **Penanggung Jawab** | **Tenggat Waktu** | **Status** | **Note** |
| --- | --- | --- | --- | --- |
| SKPL | System Analyst | 30/09/2021 | [Selesai] | SKPL sudah selesai |
| DPPL | System Analyst | 13/10/2021 | [Selesai] | DPPL selesai. |
| Mock up | UI/UX Designer | 07/10/2021 | [Selesai] | Mockup selesai. |
| Code | Programmer | 22/11/2021 | [Ongoing] | Sedang mengerjakan front end |
| Testing | QA | 06/12/2021 | [Belum Dimulai] | Menunggu Code selesai |

# 

# To Do

## 

| **To Do** | **Penanggung Jawab** | **Tenggat Waktu** |
| --- | --- | --- |
| Membuat Dokumen Manajemen Perubahan | Kirana Zea | 29/11/2021 |
| Melanjutkan Front End | Akmal Zaki | 6/12/2021 |
| Mempersiapkan Demo Minggu 15 | Dyandra Paramitha, Daffa Azhar | 6/12/2021 |

# Dokumentasi

|  |  | 26 November 2021 |
| --- | --- | --- |
| Menyetujui, |  | Ditulis oleh: |
|  |  |  |
| Kirana Zea (PM4) |  | Dyandra Paramitha (Notulen) |