**Group Name:** WebAppDev

**Meeting Name:** Sprint #1 : Sprint Retrospective and Sprint Review - Task Management Web Application

**Attendees:** Alice, Bob, Charlie, Diana, Evan

**Date:** November 3, 2024

**Attachments:**

* **Video Record**: [Provide Google link] – 3 marks (each preparation is 1.5 mark)

***// Notes****: Kindly keep the videos PRIVATE and DO NOT share the links with individuals or parties not directly involved.*

* **Clockify Report**: [Provide individual Clockify report in PDF format] – 2.5 marks (each member report is 0.5 mark)

| **Agenda Item** | **Discussion** | **Next Steps**  **(Include who and when)** | **Marks** |
| --- | --- | --- | --- |
| **Sprint Retrospective** | What went well:   * Effective collaboration using GitHub for version control. * Successfully completed the user registration and login features.   What didn’t go well:   * Initial confusion about the database schema caused delays in development. * Challenges with integrating the notification system due to limited time. | * Bob to document the final database schema and share with the team by 11/5/2024. * Diana to research and propose solutions for integrating notifications by 11/6/2024. | 1.5 mark |
| **Sprint Review** | User Stories Delivered:   * User Registration (Alice) * Login/Logout (Bob) * Profile Management (Charlie)   Feedback from Product Owner:   * Appreciated the smooth user registration process. * Suggested improving the login error messages for better user guidance. | * Evan to improve login error messages by 11/4/2024. * Alice to begin working on the next user story: Task Creation by 11/5/2024. | 1.5 mark |
| **Blockers** | * Difficulty with the deployment process on the cloud server. | * Charlie to collaborate with the university’s IT support for deployment issues by 11/6/2024. | 0.5 mark |
| **Wins** | * Successfully integrated user authentication. |  | 0.5 mark |
| **Parking Lot** | * Consider integrating a task notification feature via email or push notifications. * Explore data backup options. | * Discuss in the next sprint planning session. | 0.5 mark |