

Fantastic 6
Project 2 Meeting Log

4.11.22

Details:

1. Went over the deliverables and requirements of Project 2.
2. Discussed opinions on new collaboration tools, resolved to use the same ones that were used in Project 1.
3. Elected a new product owner.
4. Discussed the 1st Sprint.

To-do before next meeting:

1. Create new Artifacts spreadsheet
2. Create Task Sign-up sheet
3. Work on Sprint 1 items, of which relate to converting the product backlog stories into Use cases.

4.15.22

Details:

1. Discussed updates on Sprint 1 items - some of the items still need to be completed.
2. Discussed items that could be on Sprint 2; decided the Sprint 2 would comprise of tasks related to completing the SRS.

To-do before next meeting:

1. Continue working on Sprint 1 Items.
2. Sign-up for SRS sections on the task sign-up sheet and begin working on them.
3. Create a Task Backlog Sheet based off of the task sign-up sheet.

4.16.22

Details:

1. Discussed updates on Sprint 1 items - some of the items were still not completed.
2. Members who began work on Sprint 2 items (SRS) discussed updates.
3. Discussed potential groupings for use cases in the Use Case Backlog.
4. Discussed what the basis of our Sprint Backlog should be; we decided it should be based on the Task Backlog.

To-do before next meeting:

1. Continue Work on Sprint 1 and Sprint 2 items.
2. Finalize groupings for use cases in the Use Case Backlog.

3. Make Entry for Sprint 1 Tasks in the Sprint Backlog.

4.20.22

Details:

1. Sprint 1 items completed. Discussed how we could group our Use Case backlog. We decided on grouping by User Class.
2. Discussed updates on Sprint 2 Items (SRS).
3. Discussed Sprint 2 entries on Sprint Backlog.
4. Discussed items for Sprint 3 - completion of Use Cases.
5. Settled on Use Cases to use for the Use Case Template.

To-do before next meeting:

1. Continue work on Sprint 2.
2. Begin work on Sprint 3, namely Fulya and Manthan, who assumed Use Case duties.

4.23.22

Details:

1. Discussed updates on Sprint 2. SRS mostly completed.
2. Discussed review process for SRS.
3. Relevant members gave updates on Sprint 3.

To-do before next meeting:

1. Continue work on Sprint 2.
2. Continue work on Sprint 3.

4.25.22

Details:

1. Sprint 2 deemed complete. Discussed continued revision.
2. Relevant members gave updates on Sprint 3 - one Use Case deemed complete.
3. Discussed review process for Use Case.

To-do before next meeting:

1. Continue review of artifacts and SRS.
2. Complete Use Case templates.

4.29.22

Details:

1. Discussed status of Sprint 3 - tasks deemed completed
2. Discussed powerpoint presentation and organization of slides.

To-do before next meeting:

1. Clean-up artifacts on the google sheet.
2. Continue revision of Use Cases and SRS.
3. Work on individual sections of the powerpoint presentation.

5.2.22

Details:

1. Discussed status of all work completed.
2. Discussed outline for powerpoint and meetup times to rehearse.

To-do before next meeting:

1. Review all work completed thus far.
2. Complete individual powerpoint slides.
3. Rehearse individually for presentation.