SCRUM REPORT and MEETING AGENDA

Report #: 2   Project Name: Coffee Connect _____
Date: 4/8/2021_____   Prepared by: Nicholas Soliman_____

Attendees for the meeting
1. Nicholas Soliman
2. Joanna Zhou
3. Gian Lezotte
4. Pierre Vu

Agenda for the meeting
5. Revise schedule for production of the application
6. Assign tasks to team members
7. Schedule the final scrum meeting for sprint 1

Overall accomplishments since last meeting
1. Decided on name of final product
2. Decided on a color scheme for the website
3. Decided on a language to use for development (HTML/CSS/JS)
4. Decided on a back-end framework (express.js)

Tasks completed by each team member since last meeting

Task description	Assigned to	Completed?
We started assigning tasks this meeting		yes/no

Plans for next period
1. To create a static version of the home feed
2. To create a static version of the coffee shop information page
3. To create the welcome page
4. To create the login/register pages

Task assignment per team member (to be completed before the next meeting)

Task description	Assigned to
Create a static version of the home feed	Nicholas
Create a static version of the coffee shop information page	Pierre
Create the welcome page	Joanna
Create the login/register pages	Gian

Project management status
1. Scheduled next SCRUM meeting and on-track with schedule.
2. Team conducts most meetings through Discord and will hold one Zoom-hosted SCRUM meeting per sprint to record.
3. Plan to complete Sprint 1 Materials on Sunday

Minutes from previous meeting

Summarize minutes from the previous meeting (NOT this current meeting). Please be thorough, a bullet list of 2-3 single-liners is not sufficient.

       In the last meeting, we discussed various methods of version control and back end frameworks that we could potentially use. We then settled on using GitHub as our version control and NodeJS as our back end framework. We also decided to use Heroku to host our web application. We then had to think of an official name for our final website. We landed on the name: Coffee Connect.