Minutes of Team Meeting of Natural Science Survey System

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| Date: | 17/12/2022 |
| Time: | 8pm-8.30pm |
| Attendees: | Nicholas Yau (Vendor - Product Owner)  Dennis Ko (Vendor - Scrum Master)  Leo Hung (Vendor - Technical Lead) |
| Preparer: | Dennis Ko |

# Agenda items

1. **Review product backlog**
2. **Review and refine sprints**
3. **Review progress of prototyping**
4. **Adjust product backlog priority**
5. **Adjust sprints backlog priority**
6. **Assign duty for prototyping**