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|  | WEEKLY SCRUM MEETING MINUTES! | | | | | | | | | | | |
|  | **Project Name:** | | Drug Profile and Interaction | | | | **Date:** | | 22/02/2024 | |  |  |
|  | **Meeting Purpose/Goal:** | | Progress from last week and tasks for this week | | | | **Start:** | | 11:30 AM | |  |  |
|  | **Place:** | | Teams Meeting | | | | **End:** | | 11:50 AM | |  |  |
|  |  |  |  |  |  | |  | |  | |  |  |
|  | Attendees | | | | | | | | | |  |  |
|  |  |  |  |  |  | |  | |  | |  |  |
|  | Name | | | | | | | | | |  |  |
|  | James Laurence  Chris Whalen | | | | | Louise Fear  Gabriela Mkonde | | | | |  |  |
|  |  |  |
|  |  |  |
|  | Agenda & Notes | | | | | | | | | |  |  |
|  |  |  |  |  |  | |  | |  | |  |  |
|  | Topic | | | | | | | Owner | | Time |  |  |
|  | Data Acquisition – George has provided us with some code and tips on how to get through the XML file and extract the data (we need to decide what attributes we want and then we can use the provided code to extract this data) | | | | | | | Entire Team | | 13 |  |  |
|  | ERD – Waiting on data acquisition. Without knowing what data will be extracted from XML file, ERD cannot be started | | | | | | | Chris Whalen | | 1 |  |  |
|  | DFD – Waiting on data acquisition. Level 0 DFD complete, however level 1 requires ERD to know datastores | | | | | | | Gabriela Mkonde | | 1 |  |  |
|  | Unable to complete previous weeks agenda due to issues with data acquisition and 2 team members were team leads in the job fair and were busy with that. | | | | | | |  | |  |  |  |
|  | Actions | | | | | | | | | |  |  |
|  |  |  |  |  |  | |  | |  | |  |  |
|  | Action | | | | To be Taken by | | | | Due Date | |  |  |
|  | Make a preface data dictionary of attributes/values from the xml data that seem important/crucial to this project | | | | Team | | | | 27/02/2024 | |  |  |
|  | Compare dictionaries and make finalized table of important/crucial attributes/values from original data | | | | Team/James (final approval) | | | | 27/02/2024 | |  |  |
|  | Other task assignment waiting on Data Acquisition | | | | James | | | | 27/02/2024 | |  |  |
|  | Use code to extract chosen data attributes/values | | | | Louise | | | | 28/02/2024 | |  |  |
|  |  | | | | | | | | | |  |  |
|  | Next Meeting | | | | | | | | | |  |  |
|  |  |  |  |  |  | |  | |  | |  |  |
|  | **Date:** | 22/02/2024 | **Time:** | 10:30 AM | **Location:** | | During schedule class | | | |  |  |
|  |  |  |  |  |  | |  | |  | |  |  |
|  | **Objective:** | Updating Project timeline, data acquisition, current issues members are facing, help neededneeded | | | | | | | | |  |  |
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