**CS673 Software Engineering**

**Team 1 Meeting Minutes**

**Week 2 (9/20 - 9/26 )**

**Date and Time:**  21 September 2019

**Place**: Google Hangouts

**Participants:** Saloni Rawat, Mike Zhong, Jamie Smart

**Minutes taker:**Saloni Rawat

**Timekeeper:**Jamie Smart

**Purpose:** Follow up on the user stories

**Agenda:**

1. User Stories

**Discussions:**

1. All the user stories will be stored in Pivotal Tracker under either Icebox or Current backlog
2. Current backlog – all the stories that you are working on in the current iteration.

Icebox – Optional

1. SPPP.docx to be updated continuously
2. UML documentation
   1. to be on hold till later in the iteration?(once discussed in class)
   2. Can do simultaneously – upto individual.
3. Coding Standard – Camel case for functions, methods. Cap case for classes.
   1. To be updated in the SPPP
   2. Try not to be restrictive yet, can edit later
4. Keys/Relationship in the DB
   1. Needs more research

**Key Decisions**

1. Should begin coding soon to avoid delays in integration later.

**Action Items:**

1. Everyone to include the user stories in pivotal tracker.
2. Saloni to send out meeting minutes to absent members
3. Jamie to prepare the minutes for the previous meeting.