

# 2024/10/2 - Meeting Note

te

05 Sep 2024

## Attendees

- [Isaac Jacob](#)
- [Jericha Tolopa](#)
- [Virginia Whemby](#)
- [Kathryna Turi](#)

## Goals

- Discuss second sprint
- Assign tasks for second sprint.
- Discuss project testing phase.
- Discuss project closure.

## Discussion items

TIME	ITEM	WHO	NOTES
2:45PM	Sprint discusion	<a href="#">Jericha Tolopa</a>	Group Leder: Discusion on how to conduct thorough audits of the existing links.
2:55pm	Task discusion	<a href="#">Kathryna Turi</a> <a href="#">Virginia Whemby</a> <a href="#">Isaac Jacob</a>	Discussing the break down of tasks under a specific Epic.
3:00pm	Completion of project initiation phase	<a href="#">Kathryna Turi</a> <a href="#">Virginia Whemby</a> <a href="#">Isaac Jacob</a>	Discussion on the current state of the initiation planning phase. The need to check for existing files. Update any missing information project charter and work break down structure.
3:10	Version Control	<a href="#">Kathryna Turi</a> <a href="#">Virginia Whemby</a> <a href="#">Isaac Jacob</a>	Update the github branches.
3:15	TEST PLAN AND TEST CASE	<a href="#">Kathryna Turi</a> <a href="#">Virginia Whemby</a> <a href="#">Isaac Jacob</a>	Discussion on test scenarios and test cases.