Team Minutes

# Date: 23/07/2018

Chair: Beau Johnson

Secretariat: Jette McKellar

Attendees: Beau Johnson, Leonard Meerwood, Ryan Smith, Jette McKellar

Meeting Minutes

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| Agenda Items | Minutes |
| 1. Construction Iteration 1 Plan | * Iteration plan updated with status. Use cases generally not completed due to unforeseen issues with coding. Research into issues taking longer than expected |
| 1. Construction Iteration 2 Plan | * Use cases delegated to members to be completed * Jette: Manage worker details and delete worker (hide) * Lenny: Add user (login) * Ryan: Delete user (login) * Beau: Change user password (login) |
| 1. Use Case Documents | * Use case document to be updated to reflect the actual title of the use case by person completing the task |
| 1. Timesheet | * Discussed each member completing a timesheet based on time taken to research and develop their use case. Timesheet to be uploaded weekly and in .csv format |
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Actions

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| Action Items | Assigned To | Complete By |
| 1. Use case – Add user (login) | Leonard Meerwood | Thursday 2/08/18 |
| 1. Use case- Manage worker details & delete worker (hide) | Jette McKellar | Thursday 2/08/18 |
| 1. Use case – Delete user (login) | Ryan Smith | Thursday 2/08/18 |
| 1. Change user password (login) | Beau Johnson | Thursday 2/08/18 |