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## Appendix 1: SCRUM Meeting Agendas and Minutes

SCRUM Meeting 1 for MetaDictionary

Prepared by: Matthew

Meeting Date: 4/16/22

### Meeting Attendees

1. Dylan
2. Matthew
3. Mualla

### Meeting Agenda Items

- Discuss what to do for the 2nd sprint

### Status Update Since Last Meeting

Accomplishments:

- Came up with meeting time for this first sprint meeting

Tasks Completed:

Task Description	Assigned to	Completed? (yes/no)
Decide on what assignments to give	everyone	yes

### Before The Next Meeting

Plans:

- Get program running remotely on Heroku
- Get more APIs in the program
- Create the frontend of the website

Task Assignments:

Task Description	Assigned to
Get program running remotely on Heroku	Matthew



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Get more APIs in the program	Dylan
Create the frontend of the website	Mualla

## Minutes from Previous Meeting

The last meeting was our last meeting for sprint 1, in which we said that we completed accessing the APIs and running the frontend locally. However, we decided that we still needed to get both of those working together, make the program run remotely, and make a searchbar to combine the frontend and backend.



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## SCRUM Meeting 2 for MetaDictionary

Prepared by: Matthew

Meeting Date: 4/18/22

## Meeting Attendees

1. Matthew
2. Dylan
3. Mualla

## Meeting Agenda Items

- Get updates on progress
- Make revisions in assignments as needed

## Status Update Since Last Meeting

Accomplishments:

- Got program running remotely on Heroku
- Got another API in the program

Tasks Completed:

Task Description	Assigned to	Completed? (yes/no)
Get program running remotely on Heroku	Matthew, but Mualla ended up completed with a TA	yes
Get more APIs in the program	Dylan	yes
Create the frontend of the website	Mualla	no
Test Edges cases of APIS	Mualla	yes

## Before The Next Meeting

Plans:

- Make searchbar work with at least one API
- Make frontend with the searchbar
- Make word of the day in the backend



Task Assignments:

Task Description	Assigned to
Make searchbar work with at least one API	Matthew
Make frontend with the searchbar	Mualla
Make word of the day in backend	Dylan

## Minutes from Previous Meeting

The previous meeting was the first meeting for the 2nd sprint, so we discussed what assignments needed to be done. We then assigned tasks to each team member.



## SCRUM Meeting 3 for MetaDictionary

Prepared by: Matthew Atanas

Meeting Date: 4/20/2022

## Meeting Attendees

1. Matthew
2. Mualla
3. Dylan

## Meeting Agenda Items

- Status updates
- Possible concerns
- Future plans

## Status Update Since Last Meeting

### Accomplishments:

- Searchbar
- Heroku
- Django
- Colorblind-friendly colors
- Word of the day

### Tasks Completed:

Task Description	Assigned to	Completed? (yes/no)
Seachbar	Matthew	yes
Heroku	Matthew, Mualla	yes
Django	Matthew	yes
Colorblind-friendly colors	Mualla	yes
Word of the day	Dylan	yes



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## Before The Next Meeting

### Plans:

- Display word of the day on frontend
- More unit testing
- Include another API
- Add accessibility features

### Task Assignments:

Task Description	Assigned to
Display word of the day on frontend	Mualla
More unit testing	Mualla
Include another API	Dylan
Add accessibility features	Matthew

## Minutes from Previous Meeting

Last meeting was in the middle of sprint 2, so we mostly just checked to see if everyone was on track to complete the objectives. We then assigned up the remaining objectives as needed.