Meeting Minutes

# Weekly Meeting with team/Supervisor

# Meeting No: 3

## Meeting Details

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| Date: | 03/08/2020 |
| Venue: | Microsoft Teams |
| Attendees: | Kaushal Gawri  Mark Johnson  Ryan Kelly  Prabhav Mohit Mehra  Muhammad Tariq  Ujjwal Batra |
| Apologies: | N/A |

## Information / Decisions

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| --- | --- |
| No. | Item |
| 1 | Spoke about which tables will be required for the databases: customers, workers, administrators, services, appointments. |
| 2 | Agreed that we will require mock-ups of the different UIs prior to building them |
| 3 | Product Owner set out requirements for Sprint 1 |
| 4 | Decided how much time each task will take |
| 5 | Assigned tasks to all group members |

## Action Items

|  |  |  |  |
| --- | --- | --- | --- |
| No. | Item | Who | By |
| 1 | Have the sprint backlog sorted | Everyone | Everyone |
| 2 | Acceptance tests for two user stories | Everyone | Everyone |
| 3 | Begin tasks assigned | Everyone | Everyone |
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