

## Meeting records:

Dates and Time	10/02/2025 at 0.00
Dates and Time	10/03/2025 at 8:00pm
	13/03/2025 at 7:00pm
	15/03/2025 at 8:10pm
T	18/03/2025 at 6:00pm
Project Name	YANE-STOCK
Meeting Goal	08/03/2025 at 7:00pm = Understanding Sprint 2 requirements based on feedback from Sprint 1, setting out updated project goals, and discussing the business concept model and use case diagrams.
	12/03/2025 at 6:30pm = Mid-sprint check-in to review progress and realign tasks. We reviewed system interfaces, business models, and discussed architecture implementation.
	17/03/2025 at 7:15pm = Quick catch-up to ensure all components were nearly finished, including any backend/frontend integration and preparing for final implementation.
	23/03/2025 at 5:30pm = Finalisation of documentation and code. Ensured GitHub was updated with clean commits, double-checked each member's contributions, and discussed Sprint 2 reflections.
Facilitator	Niwhar
Note taker	09/02/2025 - 4.7.00
Note taker	08/03/2025 at 7:00pm – Enea
	12/03/2025 at 6:30pm – Yulian
	17/03/2025 at 7:15pm – Adam
Attendees	23/03/2025 at 5:30pm – Niwhar
Attenuces	08/03/2025 at 7:00pm = Everyone was present, Adam joined 10 minutes late due to other academic work.
	12/03/2025 at 6:30pm = All present and actively engaged throughout.
	17/03/2025 at 7:15pm = Everyone attended, Yulian experienced minor technical issues but was able to participate.
	23/03/2025 at 5:30pm = All members were present and fully focused on wrapping up the sprint.

## **Roundtable Updates** contribute)

08/03/2025 at 7:00pm = We reviewed our Sprint 1 feedback and (each group member to refined the business concept model and system use case diagram. Everyone contributed ideas on improving the project design and interface clarity.

> 12/03/2025 = Shared progress and made adjustments to the workload where needed. Discussed clean architecture principles and validated that system interfaces and data flows were in line with the concept model.

> 17/03/2025 = Everyone gave a quick update on their component status. Backend and frontend teams coordinated on integrating modules. Minor bugs were flagged for fixing before finalisation.

23/03/2025 = Each team member walked through their final tasks, confirming that all criteria were covered. Code was reviewed for consistency, documentation was completed, and the project was prepared for submission.

## **Discussion points**

08/03/2025 at 7:00pm = Finalising business concept model, aligning it with the business type model, and re-evaluating the system's initial architecture.

12/03/2025 at 6:30pm = Verifying interface definitions, clean architecture layers, and updating our system design based on what has been implemented.

17/03/2025 at 7:15pm = Discussing integration strategy, testcoverage, and final fixes.

23/03/2025 at 5:30pm = Ensuring all commits were done correctly, documentation aligned with code, and reflecting on what went well during Sprint 2.

## Actions (list tasks and assign a group member)

**Adam** = Tasked with keeping records of each meeting including dates, and making sure logs reflected contributions for the assessment.

**Niwhar** = Maintained the GitHub repository, created and assigned GitHub issues based on team strengths, and ensured team members followed the clean architecture approach.

**Enea** = Responsible for organising meeting times, ensuring the group stayed on track with the sprint timeline, and coordinating the final plan for integration and documentation.

**Yulian** = Handled documentation of all technical design decisions, maintained alignment between initial design and final codebase, and guided the planning for overall system architecture and component structure.