

# COMP 3111: Software Engineering

## Minutes of the 1<sup>st</sup> Project Scrum Meeting

### Project404

Date: 10<sup>th</sup> March 2018  
 Time: 10:00 pm  
 Place: Room 4221  
 Attending: OR, Ka Po, Leung Ka Wai Aidan, Chiu Ka Wa  
 Recorder: Chiu Ka Wa

#### 1. Report on progress during the past week

Name	Tasks worked on in the past week	Total hours
Chiu Ka Wa	Studied the project description	1
Leung Ka Wai Aidan	Studied the project description	1
Or, Ka Po	Studied the project description	1

#### 2. Discussion of impediments and resolution

2.1. Chiu Ka Wa and Leung Ka Wai Aidan raised some unclear points about the style of the UML class diagram required for Activity 1. It was decided to ask the TA in charge through email.

#### 3. Goals for the coming week

Name	Tasks that will be worked on in the coming week
Chiu Ka Wa	Draft the layout of UML class diagram
Leung Ka Wai Aidan	Draft a complete use-case diagram
Or, Ka Po	Draft part of the use-case specification

#### 4. Meeting adjournment and next meeting

The meeting was adjourned at 11:00 p.m. The next meeting will be held on 15<sup>th</sup> March at 10:00 p.m. in Room 4221.