COMP 3111: Introduction to Software Engineering

Minutes of the 12th Project Scrum Meeting

SysAdmin

Date: April 10, 2012

Time: 3:00 p.m.

Place: LG5 Canteen

Attending: Chan Kim On, Davy; Cheuk Ki Tak, Ted; Cheung Wai Yin, Kevin; Sylvia Yau

Absent: Kong Tse Hei

Recorder: Cheung Wai Yin, Kevin

1. Report on progress during the past week

Name	Tasks worked on in the past week	Total hours
Davy Chan	Completed 80% of sprint item 4 implementation	8
Ted Cheuk	Completed 100% of sprint item 6 implementation Wrote acceptance tests for sprint items 5 and 6	6
Kevin Cheung	Completed 75% of sprint item 3 implementation	5.5
Kong Tse Hei	Completed acceptance tests for sprint items 1 and 2	6.5
Sylvia Yau	Completed 65% of sprint item 8 implementation Drafted acceptance tests for sprint items 7 and 8	10

2. Discussion of impediments and resolution

2.1. Sylvia indicated that she would need some help with implementing sprint item 8 as she was behind schedule. It was decided that Ted would be assigned help her.

2.2. Kevin indicated that he would need some help with implementing sprint item 3 as he was behind schedule. It was decided that Kong would be assigned to help him.

3. Goals for the coming week

Name	Tasks that will be worked on in the coming week
Davy Chan	Complete implementation of sprint item 4
Ted Cheuk	Complete implementation of sprint item 8
Kevin Cheung	Complete implementation of sprint item 3
Kong Tse Hei	Complete implementation of sprint item 3
Sylvia Yau	Complete implementation of sprint item 8 Complete acceptance tests for sprint items 7 and 8

4. Meeting adjournment and next meeting

The meeting was adjourned at 4:00 p.m. The next project meeting will take place on April 17th at 3:00 p.m. in the LG5 Canteen.