Wk9\_M2

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| Minutes | September 20, 2017 | 1pm | Discord |

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| Meeting called by | Team |
| Type of meeting | Online through use of discord |
| Facilitator | Rick Mccasker |
| Attendees | Rick, Chais, Owen, Andrew |

## Agenda topics

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| 1.5hrs | finalizeation of everything sprint 1 and begin sprint 2 | [Presenter] |

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| Discussion | Finalize the Task plan for Sprint 2 and upload this sprint plan, and potentially revised release plan, to your repository by end of this workshop Day. | | |
| Upload final version of Sprint 1 burndown chart and Release burndown chart in repository​ ​by​ ​end​ ​of​ ​this​ ​workshop​ ​day. | | | |
|  | | | |
| Conclusions | Finalized task plan for sprint 2, uploaded final version of sprint 1 burndown chart along with release burndown chart | | |
| Completed sprint 1 retrospective | | | |
| Finalized sprint 1 artefacts | | | |
| Action items | | Person responsible | Deadline |
| Database model / design | | Rick, Chais, Owen, Andrew | 26th – 9 |
| Burndown charts | | Andrew | 22nd - 9 |
| Individual portfolio | | Rick, Chais, Owen, Andrew | 22nd – 9 |
| Sprint 1 retrospective | | Rick, Chais, Owen, Andrew | 22nd - 9 |