1. Sequencing of Tasks

Are the tasks on the timeline sequenced logically (e.g. prerequisite epics/stories are completed first) Do you correspond to user stories? Does the sequencing correspond to priority the story priorities?

-> As the beginning of the task, we wrote some important requirements and epic/user stories for the project.   (need to be editted)

2. Allocation of Tasks

Are tasks allocated to all team members approx equally? Do the task allocations seem feasible? Is the allocation logical (e.g. 1 person handles an epic)

Person	Allocated Task
Jayden	Clean up Assumptions, Handle 2 epic and user stories
Roger	Write important requirements, Low-fidelity
Sameer	Timeline planning, handle 1 epic and user stories
Liam	Priorities on user stories / Story Points

3. Timespan of Tasks

Does the time span of tasks align with the allocation of story points? Are these timespan predictions reasonable?

4. Minutes

(25/06/2021) - Friday 4pm (All members present, Teams Video Chat)
- Created google docs to store work and meeting minutes
- Split up work regarding epic and user stories to be completed by weekend
- Next meeting time set

(28/06/2021) - Monday 6:30pm (All members present, Teams Video Chat)

- Allocated each task
- Low-fidelity design includes pause screen, shop screen, main game screen, choosing different game mode
- UML diagram meetup on Tuesday (29-6-2021) 12:30pm-2:30pm

(29/06/2021) - Tuesday 12:30-2:00pm (All members except Jayden)
- Drawed the initial version of UML diagram based on the relationships of the elements and cardinality.
- Checked the progress of work

(1/07/2021) - Thursday all day (All members)
- checked which work has been done less and which part has been completed.