Not Sept - Team 9

Meeting Minutes

Weekly Scrum Meeting Minutes

Meeting No: 1 Week 1 Meeting 1

Date:	1/3/2017
Venue:	9.3.10 RMIT
Attendees:	Marcela, Liam, Jacob, Adam
Apologies:	
Copy To:	

No.	Date	Discussion	Action/Person
1	1/3	Introductions	Marcela, Liam, Jacob, Adam
2	1/3	Discussed strengths and preferred roles.	Marcela, Liam, Jacob, Adam
3	1/3	Discussed possible team meeting times	Marcela, Liam, Jacob, Adam
4	1/3	Set first meeting - 3/3 - RMIT library	Marcela, Liam, Jacob, Adam

Not Sept - Team 9

Meeting Minutes

Weekly Scrum Meeting Minutes

Meeting No: 3 Week 2 Meeting 1

Date:	8/3/2017
Venue:	9.3.10 RMIT
Attendees:	Marcela, Liam, Jacob, Adam, Homy (and everyone else)
Apologies:	
Copy To:	

No.	Date	Discussion	Action/Person
1	8/3	Discussed current progress	Marcela, Liam, Jacob, Adam, Homy
2	8/3	Assigned task - login tests	Liam
3	8/3	Assigned task - registration tests	Adam

Not Sept - Team 9

Meeting Minutes

Weekly Scrum Meeting Minutes

Meeting No: 4 Week 2 Meeting 2

Date:	10/3/2017
Venue:	10.7 RMIT
Attendees:	Marcela, Liam, Jacob, Adam
Apologies:	
Copy To:	

No.	Date	Discussion	Action/Person
1	10/3	Discussed current progress	Marcela, Liam, Jacob, Adam
2	10/3	Planned project in more detail	Marcela, Liam, Jacob, Adam
3	10/3	Set date for online meeting (13/3)	Marcela, Liam, Jacob, Adam

Not Sept - Team 9

Meeting Minutes

Weekly Scrum Meeting Minutes

Meeting No: 5 Week 3 Meeting 1

Date:	13/3/2017
Venue:	Online
Attendees:	Marcela, Liam, Jacob, Adam
Apologies:	
Copy To:	

No.	Date	Discussion	Action/Person
1	13/3	Discussed current progress	Marcela, Liam, Jacob, Adam
2	13/3	Assigned functions (log in/register/save to file/read from file)	Marcela, Liam, Jacob, Adam

Not Sept - Team 9

Meeting Minutes

Weekly Scrum Meeting Minutes

Meeting No: 6 Week 3 Meeting 2

Date:	15/3/2017
Venue:	9.3.10 RMIT
Attendees:	Marcela, Liam, Jacob, Adam, Homy
Apologies:	
Copy To:	

No.	Date	Discussion	Action/Person
1	15/3	Discussed current progress	Marcela, Liam, Jacob, Adam
2	15/3	Discussed faults with process	Marcela, Liam, Jacob, Adam, Homy

Not Sept - Team 9

Meeting Minutes

Weekly Scrum Meeting Minutes

Meeting No: 7 Week 4 Meeting 1

Date:	21/3/2017
Venue:	Online
Attendees:	Marcela, Liam, Jacob, Adam
Apologies:	
Copy To:	

No.	Date	Discussion	Action/Person
1	21/3	Discussed current progress	Marcela, Liam, Jacob, Adam
2	21/3	Planned week 4 work	Marcela, Liam, Jacob, Adam
3	21/3	Assigned tasks - Write/Refactor Login/Registration. User stories/mock ups view bookings. Tests view/create booking.	Liam
4	21/3	Assigned tasks - Write/Refactor Login/Registration. Add/improve tests for registration/login	Adam

Not Sept - Team 9

Meeting Minutes

Weekly Scrum Meeting Minutes

Meeting No: 8 Week 4 Meeting 2

Date:	22/3/2017
Venue:	9.3.10 RMIT
Attendees:	Liam, Jacob, Adam, Homy
Apologies:	Marcela: Telstra meeting.
Copy To:	

No.	Date	Discussion	Action/Person
1	22/3	Discussed current progress	Liam, Jacob, Adam, Homy
2	22/3	Discussed Problems with current design	Liam, Jacob, Adam, Homy
3	22/3	Assigned discussed problems to be solved before next meeting.	Liam, Jacob, Adam

Not Sept - Team 9

Meeting Minutes

Weekly Scrum Meeting Minutes

Meeting No: 9 Week 5 Meeting 1

Date:	26/3/2017
Venue:	Online
Attendees:	Liam, Jacob, Adam, Marcela
Apologies:	
Copy To:	

No.	Date	Discussion	Action/Person
1	26/3	Discussed current progress	Liam, Jacob, Adam, Marcela
2	26/3	Planned and assigned week 5 work	Liam, Jacob, Adam, Marcela
3	26/3	Assigned task - prelim database. Merge user classes. Tests - add employees.	Adam
4	26/3	Assigned task - view bookings functions. Test - add new timeslot.	Marcela
5	26/3	Assigned tasks - flesh out registration. Registration Data validation.	Jacob
6	26/3	Assigned tasks - User stories. Mock ups (add employee/add working times). Helper functions (getInput, proptToContinue)	Liam

Not Sept - Team 9

Meeting Minutes

Weekly Scrum Meeting Minutes

Meeting No: 10 Week 5 Meeting 2

Date:	2/4/2017
Venue:	Online
Attendees:	Liam, Jacob, Adam, Marcela
Apologies:	
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No.	Date	Discussion	Action/Person
1	2/4	Discussed current progress	Liam, Jacob, Adam, Marcela
2	2/4	Planned and assigned week 6 work	Liam, Jacob, Adam, Marcela
3	2/4	Assigned task - finish database work - write tests	Adam
4	2/4	Assigned task - write add employee/ remove employee	Marcela
5	2/4	Assigned tasks - Write User stories (view past/future bookings - view employee availability)	Jacob
6	2/4	Assigned tasks - Write functions - view past/future bookings - view employee availability	Liam

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Not Sept - Team 9
Meeting Minutes

Weekly Scrum Meeting Minutes

Meeting No: 11 Week 6 Meeting 1

Date:	5/4/2017
Venue:	9/3/10 RMIT
Attendees:	Liam, Jacob, Adam, Marcela
Apologies:	
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No.	Date	Discussion	Action/Person
1	5/4	Discussed current progress	Liam, Jacob, Adam, Marcela
2	5/4	Planned and assigned week 6 work	Liam, Jacob, Adam, Marcela
3	5/4	Assigned task - finish database work - Link functions to database	Adam
4	5/4	Assigned task - write add working times	Marcela
5	5/4	Assigned tasks - Write test cases, prepare for final submission	Jacob
6	5/4	Assigned tasks - clean code, add comments, test cases, prepare final submission	Liam