

MEETING MINUTES: Sprint 4

Location: Microsoft Teams Meeting

Date: 8th August 2023

Time: 17:00

Duration: 3 hours

Attendees: Sadath Roshan, Manish Gautam, Manasa Yalakala, Lakshya Kalia, Sindoor Rao, Pankaj Deep Sahota

AGENDA ITEMS

1. Overview of the tasks completed for Sprint 4.
2. What is to be included in the final PowerPoint presentation?
3. To discuss the feedback of the final features and problems (front-end)
4. Reflection of teamwork of all sprints.
5. To verify Test Implementation (Unit, Integration and Acceptance Testing)
6. Plan of action for upcoming demo session.

PREVIOUS MEETING FOLLOW UPS

1. Minute file for planning meeting completed.
2. Extra feature implementation is almost complete with last few appearance changes.
3. Unit testing for Nodejs components is complete, up and running.
4. Integration testing is in place on git.
5. Acceptance testing is completed for sprint 3 and 4 user stories, however recording and uploading is pending.
6. API implementation wrapped up.

DISCUSSION

1. Demo-ed the final version of project.
2. Implemented code refactoring.
3. Discussed the issues faced during the implementation of extra features and solved them.
4. Acceptance testing document walkthrough and implementation.

5. Drafted the final PowerPoint presentation for demo.

ACTION ITEMS

1. Sprint backlog to be updated by Roshan by August 9th.
2. Results of Acceptance Testing and MoM to be recorded and documented by Manasa.
3. Admin function from the front end to be implemented by Sindoor, Manish and Pankaj.
4. Maintenance feature to be updated by Lakshya.
5. Final design and touches to PowerPoint by Manish.

Minutes submitted by: Manasa Yalakala, Sindoor.