

# PLANNING MEETING MINUTES: Sprint 4

Location: Microsoft Teams Meeting

Date: 2<sup>nd</sup> August 2023

Time: 14:00

Duration: 2.5 hours

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

## AGENDA ITEMS

1. Discuss the sprint backlog for Sprint 4.
2. View the current progress of front end and back end in the code base.
3. Divide Team's responsibilities (Tasks) for Sprint 4 and discuss focus points based on Rubric.
4. Discuss project's clean-up and refactoring requirements.
5. Discuss the test-implementations

## DISCUSSION

1. Discussed coding part of functionalities for Sprint 4
2. Started Implementation of extra features (message box and displaying number of applicants)
3. Shared the status on front-end and back-end updates.
4. Debated Unit testing plan
5. Discussed about Acceptance testing document.
6. Reviewed the older sprints and discussed refactoring requirements.

## ACTION ITEMS

1. Manasa - Draft MoM by August 4th.
2. Implementation of extra features by Lakshya, Pankaj and Manish.
3. Front end to be updated by Sindoor Rao and Manish.
4. Unit testing for node.js file assigned to Sindoor Rao, Pankaj, Manish
5. Maintenance feature to be updated by Lakshya.
6. Wrap up API implementation by 8<sup>th</sup> August - Lakshya and Pankaj,

Minutes submitted by: Manasa Yalakala