

PLANNING MEETING MINUTES

Location: Microsoft Teams Meeting

Date: 16th July 2023

Time: 13:30

Duration: 1 hour 45 minutes

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

AGENDA ITEMS

1. Core functionalities review
2. Overview of Product backlog

DISCUSSION

1. Modification of Epic for core functionality.
2. Discussed Employer Core functionality and the relevant fields to be implemented.
3. Decided tasks for previously identified user stories.
4. Assigned Task Points to stories.
5. Debated the Dashboard views for all the 4 users.
6. Test plan for Sprint 2
7. Assigned Story points.

ACTION ITEMS

1. Assigned task to Manasa to draft Minutes of Meeting
2. Roshan will update Sprint Backlog
3. Lakshya will update the wireframes according to dashboard views discussed.
4. GitHub updating of Technology Stack by Roshan.
5. Styling of all pages in the application assigned to Sindoor.
6. Manish will work on creating APIs for backend.
7. Pankaj will design and implement the database structure required for the application.
8. Assign story points for the remaining stories.

Minutes submitted by: Manasa Yalakala