**CITS3200 Team 10**

**Minutes of Meeting 5 held on Monday, 14 August 2023**

Present: Adi, Nathan, Sam, Sapphire, Tom, Zen

Apologies:

Absent:

Meeting Started: 9.30am

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| Meeting started on time. | ACTION |
| 1.1 Discussed change of project manager. Sapphire nominated herself for Sprint 2.  1.2 Reviewed what is left to complete for the Sprint 1 deliverables.   * Zen to finish off acceptance tests. * Adi, Sapphire, Tom, Zen, and Sam are to complete the survey and send it to Nathen by tonight. * Nathen to complete skills and resource audit * Tom to start the code of the project (for example, setting up flask)     1.3 Discussion around technology suggestions and preferences for the project. Some preliminary decisions are React for front end, Flask for back end and routing, Bootstrap for CSS, SQL for database.  1.4 Discussion around Git and team expectations. We will use feature branches and will only contribute to the main branch via pull requests.  1.5 Added one more story around students receiving an audio similarity score.  1.6 Date of Next Meeting  Thursday 17 August, informal teams call to set tasks for beginning Sprint 2. | Zen A, Se, T, Sa, Z  Nathen Tom |

Meeting Closed: 11:00 am