

# Sprint-2 planning meeting

**Meeting of:** *PerfectWorld Official Meeting*

**Held at:** *Zoom Meeting*

**Date:** *20 Apr 2021*

**Time:** *9 PM - 10 PM*

## Present:

Yangfan Xu, Duc Trung Nguyen, Changhai Ren, Jiawei Ren, Jiaqi Ao

## Apologies:

All attend

## Approval of minutes

official meeting

## Agenda items

1. Discuss what we should do for sprint 2 (Update user stories in confluence part)
2. Assign user stories to individuals (List in action items)
3. Mention the knowledge we should learn for sprint 2 (List on slack)
4. Create Trello items for sprint 2 (Done all teammates)

## Action items

Action Item	Owner	Deadline	Status
UserStory-5	Trung	05.16	In Progress
UserStory-6	Trung	05.16	In Progress
UserStory-14	Trung	05.16	In Progress
UserStory-7	Yangfan	05.16	In Progress
UserStory-8	Yangfan && Changhai	05.16	In Progress
UserStory-9	Jiawei && Jiaqi	05.16	In Progress
UserStory-2	Changhai	04.25	In Progress
UserStory-15	Jiaqi	05.16	In Progress
UserStory-13	All team members	05.16	In Progress
UserStory-16	All team members	05.16	In Progress

## Next meeting

The next Weekly meeting will be at 9 PM on 27<sup>th</sup> March at Zoom meeting and Jiaqi Ao will write the meeting minutes for next meeting.

Minutes submitted by: [YANGFAN XU](#) [Duc Trung Nguyen](#) [Changhai Ren](#) [Jiawei Ren](#) [Jiaqi Ao](#)

Approved by: [YANGFAN XU](#) [Duc Trung Nguyen](#) [Changhai Ren](#) [Jiawei Ren](#) [Jiaqi Ao](#)