# **Sprint-1 Weekly Meeting-3**

Meeting of: PerfectWorld Official Meeting

Held at: Zoom Meeting

Date: 06 Apr 2021

*Time:* 7PM - 7:30PM

#### Present:

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

## **Apologies:**

All attended

## **Approval of minutes**

official meeting

## Agenda items

- 1. Explaining everyone's plan
- 2. Prepare for the test
- 3. Show what you have done
- 4. Explain what problem you face
- 5. Help other teammates to solve the problem.
- 6. Remind teammate deadline of

#### **Action items**

Action Item	Owner	Deadline	Status
Finish event page UI	Yangfan	04/07	InProgress
Show information on the Resume page	Trung	04/09	InProgress
Fully complete the academic page	Changhai	04/09	InProgress
Complete the test plan and change sign up information page to the new one	Jiaqi	10/04	InProgress
Finish logic and frontend for Aboutme Page	jiawei	04/04	InProgress
Finish eventPage frontEnd	Yangfan	04/10	InProgress

## **Next meeting**

The next Weekly meeting will be at 9PM on 13<sup>th</sup> April at Zoom meeting and Duc Trung Nguyen will write the meeting minutes for next meeting.

Minutes submitted by: Changhai Ren

Approved by: YANGFAN XU Duc Trung Nguyen Jiaqi Ao Jiawei Ren