Vroom

Weekly Scrum Meeting Minutes	
Meeting Number	02
Week	02

Date	29 Jul 19
Venue	RMIT building 10 level 11
Attendees	Stella, Robin, Sarah, Sefira, Tyler
Apologies	
Absences	
Copy To	

No	Issue	Discussion	Action	Member
1	Payment		Ask the client if we must demonstrate a real payment and if yes, what sort of payment she wants (credit card, paypal, etc)	All members
2	Scenario	How the client is going to book a car and return the car once finished renting Which hardware is required and basic planning for development	Scenario established and sent to client for approval	All members
3	Database structure	How many tables will be made and what information should be stored.	Current DB table draft: https://rmiteduau-my.sharepoint.com/:x:/r/personal/s3766192_student_rmit_edu_au/Documents/COSC-2408/table%20info.xlsx?d=w4fb0ca07fe42462cb7741e571183e811&csf=1&e=JZJDa2	All members
4	Project Charter	Work distribution for the	**Robin:** – appointment of project leader **Stellarista:**	All members

		project charter	– project sponsor -stakeholders and end users **Sarah** : –project team members -project scope and deliverables **Sefira :** -project summary **Tyler :** -project methodology and approach	
5	Background Check for the client	How the client's profile will look like Determine the crucial details that help eliminating fraudster	Drafting database table for client's details and links to other tables in the database	All members