

# Scrum Meeting Document

Date: February 7

Time: 11:30-12:30

Meeting Type: Discord, sprint planning

Team Member	Attendance
Owen	<input checked="" type="checkbox"/>
Ye	<input checked="" type="checkbox"/>
Su	<input checked="" type="checkbox"/>
Sultan	<input checked="" type="checkbox"/>

Key discussion points:

- Delegated remaining tasks for M2
- Planned Sprint 1
  - Assigned GitHub issues
  - Added issue completion estimation
  - Added label to issues “Scrum 1”

Action items / Responsibilities:

- Class diagram - Ye
- Architecture overview - Ye
- Use case descriptions - Su, Sultan
- Extend traceability matrix - Owen
- Component identification - Ye