

BSc Computer science programme

Course name: Agile Software Projects

Tutor group number: tutor group 02

Team number: Team 17

Team meeting date: 19 July 2021

Team members present: Marlene, Alexeia, Zakiyyah, Shujun, Felix

Team members absent: James

Agenda:

Agenda item/Time	Description	Discussion	Action Points
Review previous meeting's action points			
Discuss scrum roles and responsibilities			
Discuss sprints 1, 2, and 3			Content for upcoming dev sprint 1 and 2

Meeting Notes:

Description	Discussion	Action Points
Previous meeting	Reviewed and discussed previous meeting's action points	
Scrum	Discuss scrum roles and responsibilities	Product Owner: Marlene Team Lead/ Scrum Master: Alexeia and Marlene Development Team: Everyone
Sprints	Discussed some tasks to be performed within each sprint	See Trello board for division of tasks among team members for each sprint
Sprint 1	Discussed tasks to be performed in sprint 1 (for this week)	See Trello board for Sprint 1 tasks
