**Meeting 4**

Present: Amritpal, Leonard, Eigen, Satoshi, Sarwanjit, Narmeet

Date: 20 May 2010

Venue: Library Level 2 round tables

Time: 1930-2200

**Topics covered:**

* Covering of Scrum lessons. (Taught by Satoshi)

**Pre-Sprint Scrum Simulation**

|  |  |  |  |
| --- | --- | --- | --- |
| S/N | Description | Rank | Points |
| 1 | User able to login to access widgets | 4 | 1 |
| 2 | User able to use weather widgets | 1 | 6 |
| 3 | User able to use conversion widgets | 2 | 6 |
| 4 | User able to toggle between widgets | 3 | 6 |
| 5 | User able to logout from widgets | 5 | 1 |
|  |  |  | 20 |

1 hour 🡪 1 point

|  |  |
| --- | --- |
| Name | Capacity per week |
| Satoshi Hayashi | 6 hours |
| Leonard Ng Wei Siong | 6 hours |
| Amritpal Singh | 8 hours |
| Sarwanjit Singh | 8 hours |
| Narmeet Singh | 8 hours |
| Eigen Goh Shangyu | 8 hours |
| Total | 44 hours |

Total capacity per week = 44 - 7.5 = 36.5 hours

16.5 hours overhead. Sprint to start at the next meeting.

Clarifications 🡪 Working product (testing included), GUI presentable, Weather to show current Singapore weather, convert degree Celsius to Fahrenheit and vice versa.

**Tasks to be completed before next meeting:**

1. Leonard – submit G50 forms and initial proposal to Farid by 25/05/10, mock up of second view, Scrum Story 1-2.
2. Narmeet - .Net & Actionscript/Flash lesson plan.
3. Satoshi – Capacity planning, Scrum Story 3-5.
4. Eigen – Scrum Task Breakdown 1 and 5, Scrum templates.
5. Amritpal – Task Breakdown 4.
6. Sarwanjit – Task Breakdown 2-3.

**Next Meeting**

Date: 24/05/2010

Venue: Li Ka Shing Library level 2

Time: 1930-2230

Agenda: Complete and update of tasks to be completed.

Minutes Written by: Eigen, Vetted by: Satoshi