

## Agenda:

- Effort Track in JIRA/Google Docs as a team. Make sure individual items are updated as this is important not only for the final grade from the SE department but also our own metrics gathering!
- Requirements Management - Process on how we will track requirements from now on and also ensure all of our requirements are properly tracked from the previous couple of meetings. All use cases should be detailed by the end of the meeting and begin to place items into JIRA so we can start sprint planning/planning poker.
- Planning poker/Sprint Planning.

VM issues installing sharepoint, need to talk to Kurt to change VM settings

## Effort tracking:

Tom needs to finish his updates, everyone else is good

Use cases - tidy up a bit, need to break some up based on feedback from Lee

Josh: 2.2 product features cleaned up, got rid of a lot of junk, threw old docs into git repo

Group thinks 40 hour per 2 week sprints

Development work will go outside meeting time

Team collab through Google Hangouts/Skype/in-person

## PLANNING POKER

Filter map points rd 1-

Tom 3, Sara 5, Josh 5, Stephan 5

Everyone agrees that learning curve is the biggest hurdle to this feature, slight disagreements about difficulty of addressing technical hurdles

Filter map points rd 2-

All members 5

Time estimation - 16 hrs dev + 2 hrs testing