

Daily Scrum Meeting Minutes:

Attendees: Diego Martinez, Jhonny Felix, Christian Cevallos

Start time: 1:00 PM

End time: 1:30 PM

Diego Martinez:

- **How many hours did I work since the last meeting?** ○ 2
- **What was done since the last scrum meeting?**
 - Completed final development of the Veritas project and participated in team discussion focused on presentation planning.
 - Helped outline key sections of the presentation and assigned speaking roles across the team.
- **What is planned to be done until the next scrum meeting?**
 - Finalize presentation structure and slides.
 - Rehearse assigned sections and ensure smooth transitions between speakers.
- **What are the hurdles?**
 - Ensuring the presentation clearly communicates both technical and conceptual aspects of the system.
 - Balancing time between all speakers while covering all major components.

Jhonny Felix:

- **How many hours did I work since the last meeting?** ○ 2
- **What was done since the last scrum meeting?**
 - Contributed to planning the presentation and organizing how the UI and settings features will be demonstrated.
 - Continued minor refinements on settings for demonstration readiness.
- **What is planned to be done until the next scrum meeting?**
 - Finalize settings demo flow and integrate it into the presentation.
 - Practice presenting UI components and user interaction flow.
- **What are the hurdles?**
 - Ensuring the settings feature is stable and demo-ready. ○ Coordinating timing with other presentation sections.

Christian Cevallos:

- **How many hours did I work since the last meeting?**

- 2

- **What was done since the last scrum meeting?**

- Assisted in overall presentation planning and helped define how backend and AI integration will be explained.

- Collaborated on assigning roles and structuring the narrative of the presentation.

- **What is planned to be done until the next scrum meeting?**

- Prepare explanation for backend logic and AI integration pipeline.

- Practice delivery and align with team for a cohesive presentation.

- **What are the hurdles?**

- Simplifying complex backend and AI concepts for clear audience understanding. ○

Ensuring alignment between technical explanation and live demonstration.