

Sprint Planning Meeting Minutes #1:

Attendees: <Jessica Orozco, Angel Feliciano, Samantha Lezama, John M. Espinal, Guilherme P. Cardoso, Mark Osterman (Product Owner)>

Start time: <1:00pm>

End time: <1:40pm>

After discussion, the velocity of the team was estimated to be **<12-14 story points>**.

The product owner chose the following user stories to be done during the next sprint. They are ordered based on their priority.

- User Story 1: Define Project Scope **(1 point)**
- User Story 2: Identify Target Users **(1 point)**
- User Story 3: Gather Functional Requirements **(1 point)**
- User Story 4: Gather Non-Functional Requirements **(1 point)**
- User Story 5: Research RAG Architecture Options **(1 point)**
- User Story 6: Evaluate Vector Database Options **(1 point)**
- User Story 7: Research LLM Options **(1 point)**
- User Story 8: Plan Knowledge Base Structure **(1 point)**
- User Story 9: Define Accessibility Goals **(1 point)**
- User Story 10: Research Multilingual Support **(1 point)**
- User Story 11: Create Project Timeline & Milestones **(2 points)**

The team members indicated their willingness to work on the following user stories.

- Jessica Orozco
 - User Story 1: Define Project Scope
 - User Story 7: Research LLM Options
 - User Story 10: Research Multilingual Support
 - User Story 11: Create Project Timeline & Milestones
- Angel Feliciano
 - User Story 3: Gather Functional Requirements
 - User Story 4: Gather Non-Functional Requirements
 - User Story 5: Research RAG Architecture Options
 - User Story 6: Evaluate Vector Database Options
 - User Story 7: Research LLM Options
- Samantha Lezama
 - User Story 7: Research LLM Options
 - User Story 9: Define Accessibility Goals
 - User Story 10: Research Multilingual Support
 - User Story 11: Create Project Timeline & Milestones
- John M. Espinal
 - User Story 3: Gather Functional Requirements
 - User Story 4: Gather Non-Functional Requirements
 - User Story 5: Research RAG Architecture Options
 - User Story 7: Research LLM Options
 - User Story 8: Plan Knowledge Base Structure
- Guilherme P. Cardoso
 - User Story 1: Define Project Scope
 - User Story 6: Evaluate Vector Database Options
 - User Story 7: Research LLM Options
 - User Story 8: Plan Knowledge Base Structure
 - User Story 9: Define Accessibility Goals

Sprint Planning Meeting Minutes #2:

Attendees: <Jessica Orozco, Angel Feliciano, Samantha Lezama, John M. Espinal, Guilherme P. Cardoso, Mark Osterman (Product Owner)>

Start time: <1:00pm>

End time: <1:40pm>

After discussion, the velocity of the team was estimated to be **<11-12 story points>**.

The product owner chose the following user stories to be done during the next sprint. They are ordered based on their priority.

- User Story 1: Set up Design Documents **(2 points)**
- User Story 2: Figma UI Prototype **(1 point)**
- User Story 3: Start Frontend Implementation **(3 points)**
- User Story 4: Set up Knowledge Base **(1 point)**
- User Story 5: Set up Vector Database **(2 points)**
- User Story 6: Start Backend Implementation **(2 points)**

The team members indicated their willingness to work on the following user stories.

- Jessica Orozco
 - User Story 1: Set up Design Documents
 - User Story 2: Figma UI Prototype
 - User Story 3: Start Frontend Implementation
 - User Story 4: Set up Knowledge Base
 - User Story 5: Set up Vector Database
- Angel Feliciano
 - User Story 1: Set up Design Documents
 - User Story 4: Set up Knowledge Base
 - User Story 5: Set up Vector Database
 - User Story 6: Start Backend Implementation
- Samantha Lezama
 - User Story 1: Set up Design Documents
 - User Story 2: Figma UI Prototype
 - User Story 3: Start Frontend Implementation
 - User Story 4: Set up Knowledge Base
 - User Story 5: Set up Vector Database
- John M. Espinal
 - User Story 1: Set up Design Documents
 - User Story 4: Set up Knowledge Base
 - User Story 5: Set up Vector Database
 - User Story 6: Start Backend Implementation
- Guilherme P. Cardoso
 - User Story 1: Set up Design Documents
 - User Story 4: Set up Knowledge Base
 - User Story 5: Set up Vector Database
 - User Story 6: Start Backend Implementation

Sprint Planning Meeting Minutes #3:

Attendees: <Jessica Orozco, Angel Feliciano, Samantha Lezama, John M. Espinal, Guilherme P. Cardoso, Mark Osterman (Product Owner)>

Start time: <1:00pm>

End time: <1:40pm>

After discussion, the velocity of the team was estimated to be <**12-14 story points**>.

The product owner chose the following user stories to be done during the next sprint. They are ordered based on their priority.

- User Story 1: Frontend Website Implementation (**3 points**)
- User Story 2: LLM Implementation (**3 points**)
- User Story 3: Vector Database Implementation (**3 points**)
- User Story 4: Backend Implementation (**3 points**)
- User Story 5: Project Design Documentation (**2 points**)

The team members indicated their willingness to work on the following user stories.

- Jessica Orozco
 - User Story 1: Frontend Website Implementation
 - User Story 4: Backend Implementation
 - User Story 5: Project Design Documentation
- Angel Feliciano
 - User Story 2: LLM Implementation
 - User Story 3: Vector Database Implementation
 - User Story 4: Backend Implementation
- Samantha Lezama
 - User Story 1: Frontend Website Implementation
 - User Story 4: Backend Implementation
 - User Story 5: Project Design Documentation
- John M. Espinal
 - User Story 2: LLM Implementation
 - User Story 3: Vector Database Implementation
 - User Story 4: Backend Implementation
 -
- Guilherme P. Cardoso
 - User Story 2: LLM Implementation
 - User Story 3: Vector Database Implementation
 - User Story 4: Backend Implementation

Sprint Planning Meeting Minutes #4:

Attendees: <Jessica Orozco, Angel Feliciano, Samantha Lezama, John M. Espinal, Guilherme P. Cardoso, Mark Osterman (Product Owner)>

Start time: <1:00pm>

End time: <1:40pm>

After discussion, the velocity of the team was estimated to be **<10-12 story points>**.

The product owner chose the following user stories to be done during the next sprint. They are ordered based on their priority.

- User Story 1: Frontend Development Continued **(3 points)**
- User Story 2: Backend & Database Development Continued **(3 points)**
- User Story 3: LLM Implementation Continued **(2 points)**
- User Story 4: Project Design Documentation Continued **(2 points)**
- User Story 5: Project Poster Brainstorming **(1 point)**

The team members indicated their willingness to work on the following user stories.

- Jessica Orozco
 - User Story 1: Frontend Development Continued
 - User Story 4: Project Design Documentation Continued
 - User Story 5: Project Poster Brainstorming
- Angel Feliciano
 - User Story 2: Backend & Database Development Continued
 - User Story 3: LLM Implementation Continued
 - User Story 5: Project Poster Brainstorming
- Samantha Lezama
 - User Story 1: Frontend Development Continued
 - User Story 4: Project Design Documentation Continued
 - User Story 5: Project Poster Brainstorming
- John M. Espinal
 - User Story 2: Backend & Database Development Continued
 - User Story 3: LLM Implementation Continued
 - User Story 5: Project Poster Brainstorming
- Guilherme P. Cardoso
 - User Story 2: Backend & Database Development Continued
 - User Story 3: LLM Implementation Continued
 - User Story 5: Project Poster Brainstorming

Sprint Planning Meeting Minutes #5:

Attendees: <Jessica Orozco, Angel Feliciano, Samantha Lezama, John M. Espinal, Guilherme P. Cardoso, Mark Osterman (Product Owner)>

Start time: <1:00pm>

End time: <1:40pm>

After discussion, the velocity of the team was estimated to be **<10-12 story points>**.

The product owner chose the following user stories to be done during the next sprint. They are ordered based on their priority.

- User Story 1: Frontend Development Continued **(3 points)**
- User Story 2: Backend & Database Development Continued **(3 points)**
- User Story 3: LLM Implementation Continued **(2 points)**
- User Story 4: Project Documentation Continued **(2 points)**
- User Story 5: Project Poster **(1 point)**

The team members indicated their willingness to work on the following user stories.

- Jessica Orozco
 - User Story 1: Frontend Development Continued
 - User Story 4: Project Documentation Continued
 - User Story 5: Project Poster
- Angel Feliciano
 - User Story 2: Backend & Database Development Continued
 - User Story 3: LLM Implementation Continued
 - User Story 5: Project Poster
- Samantha Lezama
 - User Story 1: Frontend Development Continued
 - User Story 4: Project Documentation Continued
 - User Story 5: Project Poster
- John M. Espinal
 - User Story 2: Backend & Database Development Continued
 - User Story 3: LLM Implementation Continued
 - User Story 5: Project Poster
- Guilherme P. Cardoso
 - User Story 2: Backend & Database Development Continued
 - User Story 3: LLM Implementation Continued
 - User Story 5: Project Poster

Sprint Planning Meeting Minutes #6:

Attendees: <Jessica Orozco, Angel Feliciano, Samantha Lezama, John M. Espinal, Guilherme P. Cardoso, Mark Osterman (Product Owner)>

Start time: <1:00pm>

End time: <1:40pm>

After discussion, the velocity of the team was estimated to be **<11-13 story points>**.

The product owner chose the following user stories to be done during the next sprint. They are ordered based on their priority.

- User Story 1: Frontend Development Finished **(3 points)**
- User Story 2: Backend & Database Development Finished **(3 points)**
- User Story 3: LLM Implementation Finished **(2 points)**
- User Story 4: Project Documentation Finished **(2 points)**
- User Story 5: Project Poster Finished **(1 point)**
- User Story 6: Project Presentation Finished **(1 point)**

The team members indicated their willingness to work on the following user stories.

- Jessica Orozco
 - User Story 1: Frontend Development Finished
 - User Story 4: Project Documentation Finished
 - User Story 5: Project Poster Finished
 - User Story 6: Project Presentation Finished
- Angel Feliciano
 - User Story 2: Backend & Database Development Finished
 - User Story 3: LLM Implementation Finished
 - User Story 5: Project Poster Finished
- Samantha Lezama
 - User Story 1: Frontend Development Finished
 - User Story 4: Project Documentation Finished
 - User Story 5: Project Poster Finished
- John M. Espinal
 - User Story 2: Backend & Database Development Finished
 - User Story 3: LLM Implementation Finished
 - User Story 5: Project Poster Finished
- Guilherme P. Cardoso
 - User Story 2: Backend & Database Development Finished
 - User Story 3: LLM Implementation Finished
 - User Story 5: Project Poster Finished

Sprint Planning Meeting Minutes #7:

Attendees: <Jessica Orozco, Angel Feliciano, Samantha Lezama, John M. Espinal, Guilherme P. Cardoso, Mark Osterman (Product Owner)>

Start time: <1:00pm>

End time: <1:40pm>

After discussion, the velocity of the team was estimated to be **<10-11 story points>**.

The product owner chose the following user stories to be done during the next sprint. They are ordered based on their priority.

- User Story 1: Review & Finalize Code **(2 points)**
- User Story 2: Finalize All Documentation **(2 points)**
- User Story 3: Finish Videos **(2 points)**
- User Story 4: Finish Presentation **(2 points)**
- User Story 5: Finish Project Poster **(1 points)**
- User Story 6: Organize Final Deliverable **(1 point)**
- User Story 7: Finalize Final Deliverable **(1 point)**

The team members indicated their willingness to work on the following user stories.

- Jessica Orozco
 - User Story 2: Finalize All Documentation
 - User Story 4: Finish Presentation
 - User Story 6: Organize Final Deliverable
 - User Story 7: Finalize Final Deliverable
- Angel Feliciano
 - User Story 1: Review & Finalize Code
 - User Story 4: Finish Presentation
 - User Story 6: Organize Final Deliverable
 - User Story 7: Finalize Final Deliverable
- Samantha Lezama
 - User Story 2: Finalize All Documentation
 - User Story 4: Finish Presentation
 - User Story 6: Organize Final Deliverable
 - User Story 7: Finalize Final Deliverable
- John M. Espinal
 - User Story 1: Review & Finalize Code
 - User Story 2: Finalize All Documentation
 - User Story 3: Finish Videos
 - User Story 5: Finish Project Poster
- Guilherme P. Cardoso
 - User Story 1: Review & Finalize Code
 - User Story 2: Finalize All Documentation
 - User Story 3: Finish Videos
 - User Story 5: Finish Project Poster