

Daily Scrum Meeting Minutes:

Attendees: Amber Garcia, Ana Gutierrez, Jerry Symbleme, Horacio Andrade, Sebastien Guillen

Start time: 3:30pm

End time: 4:00pm

<Amber Garcia>:

- How many hours did I work since the last meeting?
 - 2 hrs
- What was done since the last scrum meeting?
 - Worked on the system overview & architecture and discipline-specific depth sections of the documentation.
- What is planned to be done until the next scrum meeting?
 - Finish up the system overview and architecture and discipline-specific depth sections in the documentation by Friday night.
- What are the hurdles?
 - Ensure documentation accurately reflects the technical details and processes.

<Ana Gutierrez>:

- How many hours did I work since the last meeting?
 - 2hrs
- What was done since the last scrum meeting?
 - Reviewed the code and added missing comments.
- What is planned to be done until the next scrum meeting?
 - Continue Reviewing the code while adding comments.
- What are the hurdles?
 - None.

<Sebastien Guillen>:

- How many hours did I work since the last meeting?
 - 2hrs
- What was done since the last scrum meeting?
 - Refactor existing C# files to be ported to [VB.NET](#) where applicable.
- What is planned to be done until the next scrum meeting?
 - Finalize all porting of existing C# files to VB. Manage git changes to be able to safely push major changes to shared repository.
- What are the hurdles?
 - Realign with long-term goals and team planning

<Horacio Andrade>:

- How many hours did I work since the last meeting?
 - 2hrs
- What was done since the last scrum meeting?
 - Assist anyone who needs help.
- What is planned to be done until the next scrum meeting?
 - Await overview revision from Jerry
- What are the hurdles?
 - None at the moment

<Jerry Symbleme >:

- How many hours did I work since the last meeting?
 - 2hrs
- What was done since the last scrum meeting?
 - Assist in creating a database overview.
- What is planned to be done until the next scrum meeting?
 - Continue creating database overview
- What are the hurdles?
 - None at the moment