

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?
 - Review completed sections with the team to ensure accuracy.
- What is planned to be done until the next scrum meeting?
 - Begin the implementation notes section and delegate documentation help to Jay.
- What are the hurdles?
 - None at this time.

<Ana Gutierrez>:

- How many hours did I work since the last meeting?
 - 2hrs
- What was done since the last scrum meeting?
 - Continued reviewing the code and adding comments.
- What is planned to be done until the next scrum meeting?
 - Try to finish adding comments to all the code
- 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?
 - Document all major changes, create backups of existing files and project solutions before replace old project structure. Create new files pertaining to security and password management as old ones are not able to be ported from the old web app framework.
- What is planned to be done until the next scrum meeting?
 - Coordinate with Horacio to fix database issues in order to complete a production version of the app by end of the sprint
- 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?
 - Assisted Amber with documentation for the database overview and discipline specific depth.
- What is planned to be done until the next scrum meeting?
 - Assist anyone who requests help.
- 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?
 - Assisted Amber with documentation for the database overview and discipline specific depth.
- What is planned to be done until the next scrum meeting?
 - Assisting in anything anyone needs
- What are the hurdles?
 - None at the moment