

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?
 - Finished the implementation notes section of the documentation.
- What is planned to be done until the next scrum meeting?
 - Adjust README file to reflect project changes.
- 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?
 - Reviewed code and comments see what else can be implemented.
- What is planned to be done until the next scrum meeting?
 - Look what else can be implemented.
- 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?
 - Attempt to merge new branch to main, fix gitignore file to ignore .vs/, continue to port C# files to VB when possible
- What is planned to be done until the next scrum meeting?
 - Follow up with team regarding database status. Determine best course of action for instructing users to install the program. Explore potential other options to do so
- 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?
 - Make connections to database.
- What is planned to be done until the next scrum meeting?
 - Continue working on making connection to the database
- 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?
 - Working on the impact summary for documentation.
- What is planned to be done until the next scrum meeting?
 - Continue to work on the documentation
- What are the hurdles?
 - None at the moment