

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?
 - Adjust README file to reflect project changes.
- What is planned to be done until the next scrum meeting?
 - Continue updating readme to reflect best practices and processes for the project.
- 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?
 - Began looking into small changes to be implemented to the interface.
- What is planned to be done until the next scrum meeting?
 - Continue looking into small changes to be implemented to the interface.
- 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?
 - 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 is planned to be done until the next scrum meeting?
 - Finalize moving all newly created program files to shared GitHub.
- 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?
 - Continued making connections to the database and quickly tested the full project demo/workflow.
- What is planned to be done until the next scrum meeting?
 - Begin integrating frmOnboardingRequest.vb with the PostgreSQL database. Validate connectivity, test data flow, and identify any improvements or issues to report back to the team.
- 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?
 - Finishing up the last part of the document
- What are the hurdles?
 - None at the moment