

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?
 - Map our existing documentation and planning details to the provided template for submission.
- What is planned to be done until the next scrum meeting?
 - Focus on completing the executive summary, problem & requirements, and limitations and future work sections.
- What are the hurdles?
 - Ensure documentation accurately reflects the project process and the previous and current stages of production.

<Ana Gutierrez>:

- How many hours did I work since the last meeting?
 - 2hrs
- What was done since the last scrum meeting?
 - Reviewed Sebastien's backend work.
- What is planned to be done until the next scrum meeting?
 - Add code to the forms so they are fully functional.
- 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?
 - Comment all C# files for easier readability and access.
- What is planned to be done until the next scrum meeting?
 - Assist in making controls for the front-end and guide teammates on resolving merge issues.
- 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?
 - Review Sebastien work on the database installation, confirming it is properly installed.
- What is planned to be done until the next scrum meeting?
 - Assist with any database issues.
- 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?
 - Looking over SQL and making sure everything runs and checking product testing.
- What is planned to be done until the next scrum meeting?
 - Assist with onboarding issues
- What are the hurdles?
 - None at the moment