

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?
 - Discuss all the requirements for the showcase presentation and how we want to manage them.
- What is planned to be done until the next scrum meeting?
 - Finalize any changes to actual project components before our last outside user test.
 - Put together the video presentation outlines and requirements for each team member.
- What are the hurdles?
 - None at the moment.

<Ana Gutierrez>:

- How many hours did I work since the last meeting?
 - 2hrs
- What was done since the last scrum meeting?
 - Plan for the showcase presentation.
- What is planned to be done until the next scrum meeting?
 - Wrap up any details and polish the project
- 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?
 - Discuss showcase logistics and planning with the team.
- What is planned to be done until the next scrum meeting?
 - Record portion of introduction video and make sure everything is submitted in canvas
- What are the hurdles?

- None

<Horacio Andrade>:

- How many hours did I work since the last meeting?
 - 2hrs
- What was done since the last scrum meeting?
 - Making sure setup process is easy as possible.
- What is planned to be done until the next scrum meeting?
 - Record a demo video using loom
- 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?
 - Plan on the presentation.
- What is planned to be done until the next scrum meeting?
 - Assist in anything that needs fixing
- What are the hurdles?
 - None at the moment