

Daily Scrum Meeting Minutes:

Attendees: Nathan Chen, Ruben Perez, Johan Rodriguez, Richard Tairouz

Start time: 9:40 PM

End time: 10:10 PM

Nathan Chen:

- How many hours did I work since the last meeting?
 - 3 hour
- What was done since the last scrum meeting?
 - Finished installation video.
- What is planned to be done until the next scrum meeting?
 - Work on getting everything ready for final deliverables.
- What are the hurdles?
 - None

Ruben Perez:

- How many hours did I work since the last meeting?
 - 3 hours
- What was done since the last scrum meeting?
 - Continues work on videos and final deliverable.
- What is planned to be done until the next scrum meeting?
 - Finish videos.
- What are the hurdles?
 - Following required format.

Johan Rodriguez:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Working on final deliverable.
- What is planned to be done until the next scrum meeting?
 - Finishing project in timely manner.
- What are the hurdles?
 - None.

Richard Tairouz:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued working on final deliverable
- What is planned to be done until the next scrum meeting?
 - Continue working on final deliverable
- What are the hurdles?

- Conflicting schedules for meetings.