

Sprint Backlog Grooming Meeting Minutes:

Date: 4//2026

Attendees: Max Gleiberman, Julian Hernandez, Nathan Mahabeer, Elizabeth Hechavarria

Start time: 6:00pm

End time: 6:30pm

The following user stories were created/discussed/refined/prioritized:

- **User Story #7 – Project Description Form and Website:**

Description: Develop the official project description form, create and finalize the project website, and produce the required intro and demo videos. Ensure all project deliverables are polished, professional, and ready for final submission and public presentation by April 13, 2026.

- **Refinements:** Project description form must include project title, summary, motivation, team member details, and technical overview. Website must clearly present the project, system architecture, SIEM implementation, IoT simulation, threat simulations, dashboards, and risk assessment results. Intro video should explain the team, problem, solution, and value. Demo video should show real system functionality and features. All deliverables should maintain professional presentation and visual consistency.
- **Acceptance Criteria:**
 - Project description form includes title, summary, motivation, and team details.
 - Project website is complete and publicly accessible with all required content.
 - Intro video clearly explains team, problem, solution, and project value.
 - Demo video demonstrates system functionality and key technical features.
 - All deliverables are professional, polished, and ready for final submission.

Prioritization / Decisions:

- All other user stories (#1–#6) are now complete.
- Project Description Form and Website (Story #7) is now the final remaining task and becomes the top priority for the current sprint cycle.
- Focus will be on completing documentation, website, and video deliverables before the final deadline.

Action Items:

- Draft project description form with required sections.
- Design and build project website structure and content.
- Write scripts for intro and demo videos.
- Record and edit intro and demo videos.
- Review and finalize all deliverables for submission.

The user stories below are completed:

- **User Story #1 – SIEM Setup & Log Ingestion**
- **User Story #2 – IoT Device Simulation**
- **User Story #3 – Threat Simulation**
- **User Story #4 – Dashboards & Detection Rules**
- **User Story #5 – Risk Assessment & Documentation**
- **User Story #6 – Project Poster Development**