

Daily Scrum Meeting Minutes:

Attendees: Monisha Kummari, Gabriel Xirinachs, Chloe Lindsay, Maria Vega Gonzalez, Jabbar Morla

Start time: 1:30 PM

End time: 2:00 PM

Monisha Kummari:

- How many hours did I work since the last meeting?
 - 3 hours
- What was done since the last scrum meeting?
 - Completed additional report refinements and reviewed alignment between written content and presentation materials.
- What is planned to be done until the next scrum meeting?
 - Perform a final consistency check across all report sections before submission.
- What are the hurdles?
 - Catching minor inconsistencies across finalized sections.

Gabriel Xirinachs:

- How many hours did I work since the last meeting?
 - 3 hours
- What was done since the last scrum meeting?
 - Continued demo walkthroughs and confirmed stable system behavior across repeated runs.
- What is planned to be done until the next scrum meeting?
 - Support live demo execution and monitor system performance during presentation.
- What are the hurdles?
 - Maintaining consistent performance across multiple demo executions.

Maria Vega Gonzalez:

- How many hours did I work since the last meeting?
 - 3 hours
- What was done since the last scrum meeting?
 - Monitored preprocessing outputs during final testing and verified consistency with demo inputs.
- What is planned to be done until the next scrum meeting?
 - Continue observing preprocessing behavior and assist with any last adjustments if needed.
- What are the hurdles?
 - Ensuring stable preprocessing across varied final test inputs.

Chloe Lindsay:

- How many hours did I work since the last meeting?
 - 3 hours
- What was done since the last scrum meeting?
 - Finalized presentation visuals and ensured alignment with system outputs during demo preparation.
- What is planned to be done until the next scrum meeting?
 - Deliver presentation and make minor adjustments if needed based on feedback.
- What are the hurdles?
 - Keeping visuals clear while accurately representing system behavior.

Jabbar Morla:

- How many hours did I work since the last meeting?
 - 3 hours
- What was done since the last scrum meeting?
 - Confirmed submission materials are complete and organized for final delivery.
- What is planned to be done until the next scrum meeting?
 - Support final submission and assist with any last verification steps.
- What are the hurdles?
 - Ensuring no required deliverables are missing at submission time.