

## Daily Scrum Meeting Minutes:

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

Start time: 3:30 PM

End time: 4:00 PM

Monisha Kummari:

- How many hours did I work since the last meeting?
  - 3 hours
- What was done since the last scrum meeting?
  - Reviewed final comparison results and helped confirm the selected final model based on performance stability and interpretability.
- What is planned to be done until the next scrum meeting?
  - Assist in writing the final model justification section and help compile evaluation metrics into the report.
- What are the hurdles?
  - Ensuring the written justification clearly reflects both technical accuracy and business relevance.

Gabriel Xirinachs:

- How many hours did I work since the last meeting?
  - 3 hours
- What was done since the last scrum meeting?
  - Documented the final comparison summary and outlined the reasoning behind selecting the final model for the project deliverable.
- What is planned to be done until the next scrum meeting?
  - Help finalize the report structure and align results with the sprint deliverables and presentation materials.
- What are the hurdles?
  - Making sure technical explanations remain clear and concise for non-technical stakeholders.

Chloe Lindsay:

- How many hours did I work since the last meeting?
  - 3 hours
- What was done since the last scrum meeting?
  - Integrated anomaly detection results into the final evaluation section and verified consistency with the selected model's performance narrative.
- What is planned to be done until the next scrum meeting?

- Assist with visualization creation and contribute to presentation slides explaining detection behavior.
- What are the hurdles?
  - Presenting anomaly detection outcomes in a way that is intuitive for reviewers.

Maria Vega Gonzalez:

- How many hours did I work since the last meeting?
  - 3 hours
- What was done since the last scrum meeting?
  - Locked preprocessing configuration and validated that the final dataset preparation reproduces identical outputs across runs.
- What is planned to be done until the next scrum meeting?
  - Prepare preprocessing documentation and support packaging of the final pipeline for submission.
- What are the hurdles?
  - Avoiding accidental changes while packaging files and exporting artifacts.

Jabbar Morla:

- How many hours did I work since the last meeting?
  - 3 hours
- What was done since the last scrum meeting?
  - Confirmed inference pipeline works with the selected final model and validated outputs using final dataset samples.
- What is planned to be done until the next scrum meeting?
  - Package the inference script with instructions and test the full end-to-end workflow.
- What are the hurdles?
  - Ensuring all team members use the same final file versions during final testing.