

Daily Scrum Meeting Minutes:

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

Start time: 6:00pm

End time: 6:35pm

Monisha Kummari:

- How many hours did I work since the last meeting?
 - 2 hours
- What was done since the last scrum meeting?
 - Refined the feature to goal mapping and documented how key dataset attributes support fraud detection objectives.
- What is planned to be done until the next scrum meeting?
 - Review mappings with the team and begin outlining success metrics for the model.
- What are the hurdles?
 - Making sure the goals remain realistic given the dataset limitations.

Gabriel Xirinachs:

- How many hours did I work since the last meeting?
 - 2 hours
- What was done since the last scrum meeting?
 - Completed the initial repository structure and added placeholders for data, notebooks, and documentation.
- What is planned to be done until the next scrum meeting?
 - Review repository organization with the team and make adjustments if needed.
- What are the hurdles?
 - None

Chloe Lindsay:

- How many hours did I work since the last meeting?
 - 2 hours
- What was done since the last scrum meeting?
 - Expanded exploratory visualizations and summarized key trends observed in the dataset.
- What is planned to be done until the next scrum meeting?
 - Refine visualizations and prepare insights to support feature selection.
- What are the hurdles?
 - Keeping visualizations clear despite the high dimensionality of the data.

Maria Vega Gonzalez:

- How many hours did I work since the last meeting?
 - 2 hours
- What was done since the last scrum meeting?
 - Tested multiple class imbalance handling techniques and compared their impact on the dataset.
- What is planned to be done until the next scrum meeting?
 - Select the most appropriate imbalance strategy and document the rationale.
- What are the hurdles?
 - Balancing fraud detection performance without introducing bias.

Jabbar Morla:

- How many hours did I work since the last meeting?
 - 2 hours
- What was done since the last scrum meeting?
 - Updated dataset documentation and incorporated preprocessing notes from the team.
- What is planned to be done until the next scrum meeting?
 - Finalize dataset documentation and ensure it aligns with preprocessing decisions.
- What are the hurdles?
 - None