

Daily Scrum Meeting Minutes:

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

Start time: 7:30pm

End time: 8:00pm

Monisha Kummari:

- How many hours did I work since the last meeting?
 - 2 hours
- What was done since the last scrum meeting?
 - Reviewed all the defined FraudShield project scope goals.
- What is planned to be done until the next scrum meeting?
 - Continue to become more familiar with Kaggle Credit Card Fraud dataset.
- What are the hurdles?
 - Ensuring alignment between project goals and the available dataset features.

Gabriel Xirinachs:

- How many hours did I work since the last meeting?
 - 2 hours
- What was done since the last scrum meeting?
 - Gave all team members access to the repository and verified repository permissions.
- What is planned to be done until the next scrum meeting?
 - Organize the repository folders and assist with the initial project setup.
- 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?
 - Analyzed the data sets for any valuable information that was not included in the document.
- What is planned to be done until the next scrum meeting?
 - Visualize key trends in the data and share findings with the team..
- What are the hurdles?
 - Ensuring that the findings align with the project goals.

Maria Vega Gonzalez:

- How many hours did I work since the last meeting?

- 2 hours
- What was done since the last scrum meeting?
 - Continued cleaning the data set and narrowing it down to only valuable data.
- What is planned to be done until the next scrum meeting?
 - Address class imbalance and prepare a cleaned dataset version for modeling.
- What are the hurdles?
 - Choosing the best approach to handle class imbalance.

Jabbar Morla:

- How many hours did I work since the last meeting?
 - 2 hours
- What was done since the last scrum meeting?
 - Confirmed the access of each team member and get approval on the confirmed dataset version.
- What is planned to be done until the next scrum meeting?
 - Document the dataset details in project documentation.
- What are the hurdles?
 - None