

Daily Standup Meeting Minutes

Attendees: Aykhan Pashayev, Charlie Iglesias, Cheng Zhang, Alex Linghay Eng, Nicolas Su Nobrega

Start Time: 7:30 PM EST

End Time: 8:00 PM EST

Aykhan Pashayev:

- How many hours did I work since the last meeting?
 - I worked for 3 hours.
- What was done since the last scrum meeting?
 - Technical side of the project fully finished and documented on GitHub.
- What is planned to be done until the next scrum meeting?
 - I'll plan documentation, presentation and poster.
- What are the hurdles?
 - No hurdles.

Charlie Iglesias:

- How many hours did I work since the last meeting?
 - I worked for 3 hours since the last meeting
- What was done since the last scrum meeting?
 - I worked on documentation for the project and recorded/ edited the introduction video
- What is planned to be done until the next scrum meeting?
 - I will continue to work on the documentation
- What are the hurdles?
 - None

Cheng Zhang:

- How many hours did I work since the last meeting?
 - I worked 3 hours.

- What was done since the last scrum meeting?
 - Worked introduction video for slide 1-2.
- What is planned to be done until the next scrum meeting?
 - Keep working on the document.
- What are the hurdles?
 - No hurdles at this time.

Alex Linghay Eng:

- How many hours did I work since the last meeting?
 - 3 hours
- What was done since the last scrum meeting?
 - Poster designing on the phone
- What is planned to be done until the next scrum meeting?
 - More poster designing
- What are the hurdles?
 - I'll be back on my phone again

Nicolas Su Nobrega:

- How many hours did I work since the last meeting?
 - 1 hour
- What was done since the last scrum meeting?
 - I helped finishing the poster
- What is planned to be done until the next scrum meeting?
 - I will prepare final checks
- What are the hurdles?
 - No hurdles