

Sprint Backlog Grooming 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

Meeting Notes: The team met to groom and refine backlog items related to final project documentation, security testing, and poster preparation. Responsibilities were clarified across the team to ensure all remaining deliverables are completed and polished before the final submission deadline.

User Stories Created/Discussed/Refined/Prioritized:

- **Technical Documentation – Security Testing Section** – As a project lead, I want the security testing section of the technical documentation completed with realistic SAST, DAST, and dependency scan results so the document accurately reflects the security posture of the system.
- **Technical Documentation – Threat Model Review** – As a stakeholder, I want the threat model and controls section reviewed and finalized so all components, adversaries, and mitigations are accurately documented before submission.
- **Project Poster – Content Drafting** – As a team member, I want the project poster drafted with key system highlights, architecture overview, and results so it clearly communicates AnomAI's purpose and value to an outside audience.
- **Project Poster – Visual Design and Layout** – As a presenter, I want the poster to have a clean, professional visual layout so it is easy to read and visually appealing during the capstone presentation.
- **Final Submission Review** – As a project lead, I want all final deliverables including the documentation, poster, and repository reviewed as a team so nothing is missing or incomplete before the deadline.

Questions & Answers:

- **What is needed to complete the security testing section?** The section requires representative SAST, DAST, dependency scan, and penetration test summary results written based on AnomAI's actual architecture and components.

- **What should the poster include?** The poster should cover the system's purpose, high-level architecture, key components, detection approach, and a brief summary of results or outcomes from the project.
- **Who is responsible for the poster design?** The team will collaborate on content, with design and layout finalized together to ensure consistency and quality before the presentation.
- **Is any code changes required at this stage?** No new features are being added. The focus is entirely on documentation, poster completion, and final review of all deliverables.
- **What counts as done for the final submission review?** All documents are finalized, the poster is print-ready, the repository is fully documented and clean, and the team has done a full walkthrough of the submission checklist.