

Sprint Review Meeting Minutes: Sprint 1

Attendees:

- **Isis Gomez** (*Product Owner*)
- Manuel Conrad
- Michael Novas
- Kirei Hausheer
- Joaquin Prado

Start Time: 1:00 P.M.

End Time: 2:00 P.M.

Objective

The purpose of this meeting is to **review Sprint 1 deliverables**, demonstrate completed features of the **Security Awareness Training Simulator PWA**, confirm **accepted user stories**, and discuss feedback and improvements for **Sprint 2**.

Accepted User Stories

User Story #1: Develop User Authentication System

- **Story Points:** 5
- **Assigned Members:** Isis Gomez, Joaquin Prado
- **Details:**
 - Implemented a **secure login functionality** for the PWA using **NextAuth**.
 - Integrated **multi-factor authentication (MFA)** with **email verification** for enhanced security.
- **Status:** Completed and accepted by the Product Owner.

User Story #2: Create Phishing Awareness Training Module

- **Story Points:** 8
- **Assigned Members:** Manuel Conrad, Kirei Hausheer

- **Details:**
 - Designed an **interactive phishing training module** with **realistic email scenarios** and **decision-based learning paths**.
 - Added **educational feedback tips** and explanations after user responses to improve learning retention.
- **Status:** Completed and accepted by the Product Owner.

User Story #3: Implement Progress Tracking System

- **Story Points:** 7
- **Assigned Members:** Michael Novas, Isis Gomez
- **Details:**
 - Developed a **progress tracking feature** to log **quiz scores**, **module completion status**, and **earned badges**.
 - Integrated **badge assignment logic** based on user performance to promote engagement.
- **Status:** Completed and accepted by the Product Owner.

User Story #4: Performance Reporting with PDF Export

- **Story Points:** 5
- **Assigned Members:** Michael Novas, Joaquin Prado
- **Details:**
 - Created a **performance reporting feature** allowing users to **download PDF summaries** of their scores, badges, and completed modules.
 - Optimized the **PDF layout** for both **desktop and mobile PWA environments**.
- **Status:** Completed and accepted by the Product Owner.

Summary

All user stories were reviewed, demonstrated, and **accepted by the Product Owner**.

Rejected User Stories

- **None** — all Sprint 1 deliverables were accepted.

Team Feedback

What Went Well

- Successfully implemented **multi-factor authentication** and resolved compatibility issues.
- Delivered a **fully functional phishing awareness module** with **gamification elements**.
- Designed **progress tracking** with badges to improve **user motivation**.
- Added **PDF reporting** for user performance summaries.

What Could Be Improved

- Include **more phishing scenarios** to increase training variety.
- Expand beyond phishing to add **malware awareness** and **password security modules**.
- Enhance the **UI/UX** for better accessibility across mobile and desktop.

Challenges Encountered

- **MFA Integration:** Initial compatibility issues between **NextAuth** and PWA service workers.
- **Scenario Creation:** Finding **recent phishing examples** required additional research.
- **PDF Export:** Optimizing PDF rendering across **different screen sizes** took extra effort.

Lessons Learned

- **Early testing** of third-party integrations reduces last-minute issues.
- Establishing a **content style guide** early helps maintain a consistent feedback tone.
- Regularly updating the **QA checklist** improves efficiency during internal testing.

Proposed Adjustments

- Expand module content to cover **malware awareness** and **password management**.
- Add **leaderboards** and **progress milestones** to enhance **gamification**.
- Incorporate **authenticator app MFA** as an additional secure login method.

Action Items for Sprint 2

- **Isis Gomez:** Finalize MFA enhancements and assist in expanding **progress tracking features**.
- **Manuel Conrad:** Develop **additional phishing scenarios** and start building the **malware awareness module**.
- **Michael Novas:** Enhance **PDF reporting**, optimize **mobile performance**, and extend **tracking features**.
- **Kirei Hausheer:** Create **educational content** for new modules and refine **feedback tips**.
- **Joaquin Prado:** Continue managing **QA testing** and support **authentication enhancements**.

Final Story Points Per Member

- **Isis Gomez:** 6 points (*Authentication + Progress Tracking*)
- **Manuel Conrad:** 8 points (*Phishing Module*)
- **Michael Novas:** 8 points (*Progress Tracking + PDF Reporting*)
- **Kirei Hausheer:** 5 points (*Phishing Module Feedback + Content*)
- **Joaquin Prado:** 5 points (*Authentication Testing + PDF Reporting QA*)

End of Meeting Notes