

Daily Scrum Meeting Minutes 1:

Attendees: Manuel Conrad, Isis Gomez, Michael Novas, Kirei Hausheer, Joaquin Prado

Start time: 7:00 P.M.

End time: 8:00 P.M.

Manuel Conrad

- **Hours worked since last meeting:** 3 hours
- **What was done since the last scrum meeting?**
Conducted research on phishing scenario structures and reviewed previous sprint outputs.
- **What is planned to be done until the next scrum meeting?**
Start drafting the first phishing awareness scenario for the game module.
- **What are the hurdles?**
Limited availability of realistic phishing samples for reference.

Joaquin Prado

- **Hours worked since last meeting:** 3 hours
- **What was done since the last scrum meeting?**
Began preparing QA framework by reviewing testing tools and methods for MFA and dashboard.
- **What is planned to be done until the next scrum meeting?**
Draft the initial QA checklist to guide integration testing.
- **What are the hurdles?**
Defining consistent testing metrics across modules.

Michael Novas

- **Hours worked since last meeting:** 3 hours
- **What was done since the last scrum meeting?**
Reviewed technical options for dashboard enhancements and researched PDF export approaches.
- **What is planned to be done until the next scrum meeting?**
Identify which export tool (client-side or server-side) to prototype.
- **What are the hurdles?**
Uncertainty about browser performance limits with export functions.

Kirei Hausheer

- **Hours worked since last meeting:** 3 hours

- **What was done since the last scrum meeting?**
Assisted in brainstorming phishing game improvements and reviewing prior scenario drafts.
- **What is planned to be done until the next scrum meeting?**
Collaborate with Manuel on refining phishing scenario ideas.
- **What are the hurdles?**
Ensuring scenarios are realistic but simple enough for training users.

Isis Gomez

- **Hours worked since last meeting:** 3 hours
- **What was done since the last scrum meeting?**
Reviewed MFA integration results from Sprint 2 and outlined demo readiness priorities.
- **What is planned to be done until the next scrum meeting?**
Begin preparing a structured test plan for MFA compatibility.
- **What are the hurdles?**
Need for more device variety during mobile compatibility testing.
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