

Daily Scrum Meeting Minutes:

Date: 09/03/2025

Attendees: Barbara Andino, Amelia DiGennaro, Damian Figueroa-Gonzalez, Moath Hussein

Start time: 8:00 pm

End time: 8:30 pm

Sprint 1, Day 2

Barbara Andino:

- How many hours have I worked since the last meeting?
 - 2 hours
- What was done since the last scrum meeting?
 - I reviewed past capstone 2 projects to get an idea how we should time our user stories to complete the final project.
- What is planned to be done until the next scrum meeting?
 - I plan to have a word document completed containing how many user stories we will have.
- What are the hurdles?
 - None at the moment.

Amelia DiGennaro:

- How many hours did I work since the last meeting?
 - 2 hours
- What was done since the last scrum meeting?
 - Since the last meeting I reviewed a few examples of risk assessment templates from previous projects and took notes on their contents and structures..
- What is planned to be done until the next scrum meeting?
 - I plan to start outlining the initial structure of our risk assessment document and outline the sections that we will need.
- What are the hurdles?
 - None for today.

Damian Figueroa-Gonzalez:

- How many hours did I work since the last meeting?
 - 2 hours
- What was done since the last scrum meeting?
 - Since the last scrum meeting, I have begun researching information about our project topic USB drop attacks.
- What is planned to be done until the next scrum meeting?
 - I plan to continue gathering information about our project and start outlining our project scope.
- What are the hurdles?
 - None at this moment.

Moath Hussein:

- How many hours did I work since the last meeting?
 - 2 hours
- What was done since the last scrum meeting
 - I met with the team and discussed the details of the tasks entrusted to me.
- What is planned to be done until the next scrum meeting?
 - Begin identifying potential risks associated with the project manager.
- What are the hurdles?
 - None for today.