

Daily Scrum Meeting Minutes:

Date: 09/22/2025

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

Start time: 10:45 pm

End time: 11:00 pm

Sprint 2, Day 6

Barbara Andino:

- How many hours have I worked since the last meeting?
 - 3 hours
- What was done since the last scrum meeting?
 - I finalized the university asset list and completed the impact summaries for each. I presented to the team the content and discussed assets like student records, login portals, and lab systems.
- What is planned to be done until the next scrum meeting?
 - I plan to share the completed asset list to receive feedback and revise the document as needed.
- What are the hurdles?
 - None at the moment.

Amelia DiGennaro:

- How many hours did I work since the last meeting?
 - 3 hours
- What was done since the last scrum meeting?
 - Since the last meeting I finished drafting the detailed descriptions for the threat categories and went through them to refine for clarity and consistency.
- What is planned to be done until the next scrum meeting?
 - I plan to begin integrating the finalized descriptions into the risk analysis so the categories can directly support the evaluation process.
- What are the hurdles?
 - None for today.

Damian Figueroa-Gonzalez:

- How many hours did I work since the last meeting?
 - 3 hours
- What was done since the last scrum meeting?
 - Since the last scrum meeting, we had our backlog grooming meeting, where I shared my findings of possible vulnerabilities that would let a USB drop attack occur.
- What is planned to be done until the next scrum meeting?
 - I plan to continue identifying vulnerabilities and narrow down the most impactful ones, then share examples with the team.
- What are the hurdles?
 - None at this moment.

Moath Hussein:

- How many hours did I work since the last meeting?
 - 3 hours
- What was done since the last scrum meeting?
 - I discussed more notes I prepared for the risk register with the project manager.
- What is planned to be done until the next scrum meeting?
 - I will draft a section that connects identified risks to potential compliance gaps (e.g., data protection standards). This way, our record will not only highlight threats but also their regulatory implications.
- What are the hurdles?
 - None for today.