

Daily Scrum Meeting Minutes:

Date: 10/17/2025

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

Start time: 10:45 pm

End time: 11:05 pm

Sprint 4, Day 5

Barbara Andino:

- How many hours have I worked since the last meeting?
 - 3 hours
- What was done since the last scrum meeting?
 - I completed the summary that explains how each control was selected and discussed how it maps to the identified risks in the matrix. I also made sure that every major threat or vulnerability has at least once corresponding control for mitigation.
- What is planned to be done until the next scrum meeting?
 - I plan to share the control mapping doc and summary with my team to receive feedback and take their notes and suggestions to prepare revisions.
- 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?
 - I continued to work on drafting the summary of the most effective preventative controls used to block USB Drop Attacks and refined the organization of my research notes for better clarity.
- What is planned to be done until the next scrum meeting?
 - I plan to finish the draft of the preventative controls summary and review it for accuracy, making any necessary changes. I also plan to start outlining how the information will be presented in the final report
- What are the hurdles?
 - None at the moment.

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, I continued refining the initial mitigation strategies and added a few more based on the identified threats in the risk assessment. I also reviewed the draft to make sure the strategies align with our project's objectives.

- What is planned to be done until the next scrum meeting?
 - I plan to start organizing the mitigation strategies into sections based on risk severity and prepare them for team feedback.
- 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 reviewed the existing documentation on security best practices to ensure that the specific controls adhere to the organization's standards and compliance requirements.
- What is planned to be done until the next scrum meeting?
 - I intend to establish a visual matrix that establishes a direct connection between each specific control and the corresponding threat or loophole that effectively mitigates it.
- What are the hurdles?
 - None for today