

## **Sprint Backlog Grooming Meeting Minutes #6:**

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

Start time: 8:00 pm

End time: 8:15 pm

The following user stories were created/discussed/refined/prioritized.

The following user stories were discussed.

- User story 21: We discussed details for the User Story 21 and reviewed what the flyer needed to accomplish for user awareness and alignment with our risk assessment. We confirmed the key content areas the flyer must include: an explanation of USB drop attacks, visual cues to catch attention, and prevention tips.
- User Story 22: We discussed the progress of the educational tips sheet and reviewed the clarity and structure of the sections I have drafted so far. We reviewed the wording and layout to ensure the tips are easy to understand and consistent with our awareness materials. We identified a few areas of the examples section where additional detail and format adjustments will help strengthen the document.
- User Story 23: We discussed the current presentation slides and the included diagrams and illustration. The slides reflect the main project data and its outcomes. We are focused on adding more slides to meet the length requirements.
- User Story 24: We discussed the progress of the mitigation consistency check and focused on verifying whether each mitigation strategy clearly links back to the threats and risk levels identified in the risk assessment. I shared the inconsistencies I found during my review, along with the updates I began implementing to align the documentation.

The following user stories were refined.

- None

The following user stories were prioritized.

- None

The following user stories were completed

- None