

Daily Scrum Meeting Minutes:

Date: 12/05/2025

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

Start time: 12:30pm

End time: 12:40pm

Sprint 7, Day 6

Barbara Andino:

- How many hours have I worked since the last meeting?
 - 3 hours
- What was done since the last scrum meeting?
 - We met as a team and rehearsed our presentation for the senior design showcase. All adjustments were made to the project documentation and it is ready for submission.
- What is planned to be done until the next scrum meeting?
 - I plan to have successfully presented with my team at the showcase. We will then meet for the Sprint Review and Retrospective.
- 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 have met with my team to do our last rehearsal for the showcase. We went over some questions we may be asked and practiced our response.
- What is planned to be done until the next scrum meeting?
 - I plan to present at the showcase. We will meet afterwards to complete our sprint review and retrospective.
- 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?
 - All edits to the deliverable were finalized. I met with my team to rehearse the presentation before the showcase.
- What is planned to be done until the next scrum meeting?
 - I plan to have completed the senior design showcase and meet with my team for the Sprint Review and Retrospective.
- 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 met with my team to practice our presentation.
- What is planned to be done until the next scrum meeting?
 - I intend to complete the senior design showcase and then meet for the Sprint Review and Retrospective.
- What are the hurdles?
 - None for today