

Sprint Backlog Grooming Meeting Minutes #7:

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

Start time: 10:45 pm

End time: 11:00 pm

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

The following user stories were discussed.

- User Story 25: We discussed and clarified that the goal is to complete the final pass of the entire Risk Assessment document to ensure it is polished and ready for submission. This includes fixing spelling errors, improving formatting consistency across sections, and strengthening the flow so the document reads smoothly from start to finish documentation.
- User Story 26: We discussed the current cybersecurity requirements to ensure they still align with our project scope and deliverables. We reviewed which requirements have already been satisfied and which need final verification. We also identified a few areas where the wording can be clarified to improve accuracy and traceability to our risks and final outputs.
- User Story 27: We discussed the file structure of the deliverables and edits that have been made along the way in refining the final deliverables for submission. If need be, we will continue to make minor edits before the due date.
- User Story 28: We have discussed the preparation needed for the final presentation, and have also practiced and rehearsed. We will continue to rehearse until the showcase.

The following user stories were refined.

- None

The following user stories were prioritized.

- None

The following user stories were completed

- None