

Date: 12/4/2024

Attendees: Erick Pelaez Puig, Elnaz Toreihi, Valeria Giraldo, Jeslyn Chacko

Start time: 6:00 PM

End time: 6:25 PM

Erick Pelaez Puig:

- What have you done since the last scrum meeting?
 1. Finalized the project documentation.
 2. Helped review all materials to submit for the showcase.
- What is planned to be done until the next scrum meeting?
 1. Get ready for presenting at the showcase.
 2. Begin planning for the final two videos.
- What are the hurdles?
 1. Time management.

Valeria Giraldo:

- What have you done since the last scrum meeting?
 1. Finalized the project documentation and contributed to the presentation slides.
- What is planned to be done until the next scrum meeting?
 1. Prepare for the showcase presentation
- What are the hurdles?
 1. Time management

Jeslyn Chacko:

- What have you done since the last scrum meeting?
 2. Finalized the project documentation
 3. Submitted project information for presentation
- What is planned to be done until the next scrum meeting?
 2. Getting ready for presentation
 3. Planning the next videos for final deliverable.
- What are the hurdles?
 2. Time Management

Elnaz Toreihi:

- What have you done since the last scrum meeting?
 4. I submitted the final form with all the videos and documents for the team, before the final deliverable.
- What is planned to be done until the next scrum meeting?
 4. Start preparing for showcase and start to script the final video needed for the deliverable
- What are the hurdles?
 3. Time management