

Daily Scrum Meeting Minutes

Attendees: Juan Azcuna, Aiyanna Ferguson, Ivan Ortiz

Team Leader: Juan Azcuna

Start time: 7:00PM [12/04/2024]

End time: 7:30PM [12/04/2024]

< Enter Team Member 1's Name>: Juan Azcuna:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Done with integrating, doing final docs now.
- What is planned to be done until the next scrum meeting?
 - Finish All pending User Stories.
- What are the hurdles?
 - None for Now

< Enter Team Member 2's Name>: Aiyanna Ferguson:

- How many hours did I work since the last meeting?
 - 3 hrs
- What was done since the last scrum meeting?
 - Completed introduction video and powerpoint. Continued with developing our product documentation.
- What is planned to be done until the next scrum meeting?
 - Complete project documentation with the team as soon as we can.
- What are the hurdles?
 - None at this time.

<Enter Team Member 3's Name>: Ivan Ortiz

- How many hours have I worked since the last meeting?
 - 4
- What was done since the last scrum meeting?
 - Designed my poster for the Capstone presentation, writing the Abstract portion of the final documentation
- What is planned to be done until the next scrum meeting?
 - Improve on the abstract, and whatever portion is left for the documentation
- What are the hurdles?
 - No more hurdles for me