

Daily Scrum Meeting Minutes

Attendees: Juan Azcuna, Aiyanna Ferguson, Ivan Ortiz, Jose Varela

Team Leader: Juan Azcuna

Start time: 9:00 PM [09/05/2024]

End time: 9:30 PM [09/05/2024]

< 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?
 - Added more roles to the discord server and we started using it for communication.
- What is planned to be done until the next scrum meeting?
 - Tomorrow I will start working on task 2 for the User Story 2 since we will conduct our first meeting in the server's vc in general
- What are the hurdles?
 - Some of our teammates are not on the group chat. I'm worried they could get behind or feel frustrated after we start discussing the ideas. I have a hurdle about not having a set schedule for all the weekly meetings.

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

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Organized research areas in a document and gathered information to help define the scope of the research. We also discussed plans for our next meeting.
- What is planned to be done until the next scrum meeting?

- Gather additional research to aid in the development of the project and organize the information in a general file to share it with my teammates.
- What are the hurdles?
 - Here are some of the hurdles:
 - My work schedule possibly conflicting with the completion of user tasks. I aim to prioritize these areas during my free time so that it won't greatly impact our progress as a team.
 - It has also been a challenge to meet the 3hr minimum considering other classes and my work schedule.
 - We're missing one of our teammates, and it's possible that they may be behind upon joining the group.

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

- How many hours did I work since the last meeting?
 - 2
- What was done since the last scrum meeting?
 - Set up roles for everyone in the newly formed capstone group, assign everyone their tasks for the next two weeks
- What is planned to be done until the next scrum meeting?
 - User Story 4
- What are the hurdles?
 - That its the second week and we have just begun on short notice because of how quickly this group was formed

<Enter Team Member 4's Name>: Jose Varela

- How many hours did I work since the last meeting?
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- What was done since the last scrum meeting?
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- What is planned to be done until the next scrum meeting?
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- What are the hurdles?

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