

Daily Scrum Meeting Minutes

Date: 6/24/2024

Attendees: Gigi Arbelo, Jonathan Gil, Nicholas Smith, Careca McRae

Start time: 5:30 PM

End time: 6:00 PM

Student 1: Gigi Arbelo

What have you done since the last scrum meeting? Today, I gathered some training material for our website and made some small edits to our site where I saw necessary.

What is planned to be done until the next scrum meeting? For the next scrum meeting, I plan to continue working on our outstanding tasks.

What are the hurdles? I think our biggest hurdle at the moment is making sure we complete outstanding tasks in a timely manner.

Student 2: Jonathan Gil

What have you done since the last scrum meeting? Updated our documents regarding the website.

What is planned to be done until the next scrum meeting? Continue to work on the website.

What are the hurdles? Our main hurdle is scheduling our meeting times around our work schedules.

Student 3: Nicholas Smith

What have you done since the last scrum meeting? Made some minor changes to the website

What is planned to be done until the next scrum meeting? Continue to work on the website.

What are the hurdles? The main hurdle gathering the information to use for the site

Student 4: Careca McRae

What have you done since the last scrum meeting?

Provided further on educational slides that match consistency within theme and webpage.

What is planned to be done until the next scrum meeting?

Continue to post and make sure content has assured quality.

What are the hurdles?

Organizing the page of our Wix website in its different phases.