

Florida International University
School of Computing and Information Sciences

Sprint meetings

Project Title: BOLO. Be on The Look Out v.12.0

Team Members:

Jacqueline Castro
Yevanis Garcia

Product Owner(s):

Jason Cohen
Frank Alvarado

Mentor & Instructor:

Dr. Masoud Sadjadi

Sprint 1

20190122 - PLANNING MEETING MINUTES

Date: January 22, 2019

Start time: 2:30 pm

End time: 4:30 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia
- Jason Cohen (PO)

After discussion, the velocity of the team was estimated to be <50 hours>.

Our goal in Sprint 1 is getting familiar with the code and finish implementing a few basic front-end functionalities of the BOLO application.

The product owner chose the following user stories to be done during the next sprint. They are ordered based on their priority:

- ~~BOLO-62~~ - As a developer, I want to remove the BOLO confirmation step in the BOLO creation process. **Done**
- ~~BOLO-61~~ - As a user, I can perform a free search to find BOLOs that contain a certain keyword(s). **Done**
- ~~BOLO-26~~ - As a user, I can filter BOLOs by agency and category. **To Do**
- ~~BOLO-63~~ - As a user, I can receive notifications of changes/additions in BOLOs that I am subscribed to by email. **Done**

The team members indicated their willingness to work on the following user stories:

- **Yevanis Garcia**
 - ~~BOLO-62~~ - As a developer, I want to remove the BOLO confirmation step in the BOLO creation process. **Done**
 - ~~BOLO-63~~ - As a user, I can receive notifications of changes/additions in BOLOs that I am subscribed to by email. **Done**
- **Jacqueline Castro**
 - ~~BOLO-61~~ - As a user, I can perform a free search to find BOLOs that contain a certain keyword(s). **Done**
 - ~~BOLO-26~~ - As a user, I can filter BOLOs by agency and category. **To Do**

20190123 - DAILY SCRUM MEETING MINUTES

Date: January 23, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - This is our first scrum meeting. We planned the stories and goal for this sprint.
- What is planned to be done until the next scrum meeting?
 - Finish setting up the project environment, familiarize myself with the code, and get started on one of the user stories assigned to me for this sprint.
- What are the hurdles?
 - Setting up project environment and getting familiar with the code is time consuming.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - We setup Confluence, Jira, and the rest of the tools. Also, Product Backlog was reviewed, and Sprint 1 was created. Both members of the team have 2 stories for this Sprint 1.
- What is planned to be done until the next scrum meeting?
 - Finishing setting up the environment. We also need to review all the backend and frontend code to start producing.
- What are the hurdles?
 - Understanding all the code in backend and frontend.

20190124 - DAILY SCRUM MEETING MINUTES

Date: January 24, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Began working with front-end code to familiarize with how the flow of the website and code.
- What is planned to be done until the next scrum meeting?
 - Add more front-end related stories to backlog and continue working with front-end issues.
- What are the hurdles?
 - Realized there are is a lot more work to be done on the front-end then was first expected.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Worked on the ~~BOLO-62~~ - As a developer, I want to remove the BOLO confirmation step in the BOLO creation process. **Done**. Email with token for

confirmation was removed, but still we need to discuss with them the risk in bot injections, etc.

- What is planned to be done until the next scrum meeting?
 - Start working on the other story for this Sprint. Keep familiarizing with the code.
- What are the hurdles?
 - Like Jacqueline said, there is a lot of things to be done in the frontend. We need to add a lot of new stories in there.

20190125 - DAILY SCRUM MEETING MINUTES

Date: January 25, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Began working on implementing the search feature of BOLOs, worked on understanding how it works and should be implemented. Created a branch for feature **BOLO-61** - As a user, I can perform a free search to find BOLOs that contain a certain keyword(s). **Done**
- What is planned to be done until the next scrum meeting?
 - Continue working on implementing search feature.
- What are the hurdles?
 - Using the functionalities of the app are not very intuitive or clear, as certain validations/criteria are not explicitly stated. Difficult to perform basic, already implemented functions of the app.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - We created a dev branch from master, and from there we will create a branch for any story we developed, and merge back to dev branch when completed. At the end of the semester we will merge everything on master. Keeping familiarizing with the code
- What is planned to be done until the next scrum meeting?
 - Started working on **BOLO-63** - As a user, I can receive notifications of changes/additions in BOLOs that I am subscribed to by email. **Done** .

- What are the hurdles?
 - Reviewing the code and understanding it.

20190128 - DAILY SCRUM MEETING MINUTES

Date: January 28, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Almost fully completed the implementation of ~~BOLO-61~~ - As a user, I can perform a free search to find BOLOs that contain a certain keyword(s). **Done**

I am just waiting for some feedback and answers on this feature from Jason Cohen and Frank Alvarado before fully merging and completing this story.

- Added a new story to backlog: ~~BOLO-77~~ - As a developer, I will add form validation to the BOLO creation form, so that a BOLO cannot be create without required information filled out. **Done**
- Dropped ~~BOLO-26~~ - As a user, I can filter BOLOs by agency and category. To Do from this sprint, as I don't believe I have enough time to complete this story
- Picked up ~~BOLO-77~~ - As a developer, I will add form validation to the BOLO creation form, so that a BOLO cannot be create without required information filled out. Done for this sprint in place of ~~BOLO-26~~ - As a user, I can filter BOLOs by agency and category. **To Do**
- What is planned to be done until the next scrum meeting?
 - Fully complete ~~BOLO-61~~ - As a user, I can perform a free search to find BOLOs that contain a certain keyword(s). **Done** and begin working on ~~BOLO-77~~ - As a developer, I will add form validation to the BOLO creation form, so that a BOLO cannot be create without required information filled out. **Done**
- What are the hurdles?
 - Still familiarizing myself with all of the code and app functionalities.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Added new stories to backlog. Worked on understanding the code for the email subscriptions
- What is planned to be done until the next scrum meeting?
 - Keep working on ~~BOLO-63~~ - As a user, I can receive notifications of changes/additions in BOLOs that I am subscribed to by email. **Done**
- What are the hurdles?
 - Still understanding backend code.

20190129 - DAILY SCRUM MEETING MINUTES

Date: January 29, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Completed ~~BOLO-61~~ - As a user, I can perform a free search to find BOLOs that contain a certain keyword(s). **Done**
 - Began working on ~~BOLO-77~~ - As a developer, I will add form validation to the BOLO creation form, so that a BOLO cannot be create without required information filled out. **Done**
 - Created feature branch for ~~BOLO-77~~ - As a developer, I will add form validation to the BOLO creation form, so that a BOLO cannot be create without required information filled out. **Done**
- What is planned to be done until the next scrum meeting?
 - Merge completed features to dev branch.
 - Complete documentation for completed features.
 - Continue working on ~~BOLO-77~~ - As a developer, I will add form validation to the BOLO creation form, so that a BOLO cannot be create without required information filled out. **Done**
- What are the hurdles?
 - Slowly but surely feeling more comfortable with code and functionality of application.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Worked on ~~BOLO-63~~ - As a user, I can receive notifications of changes/additions in BOLOs that I am subscribed to by email. **Done**. I was waiting for PO confirmation about this feature.
- What is planned to be done until the next scrum meeting?
 - Keep working on implementing the feature mentioned above.
- What are the hurdles?
 - Still working on someone else code is difficult. But eventually we'll overcome it.

20190130 - DAILY SCRUM MEETING MINUTES

Date: January 30, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Completed implementing ~~BOLO-77~~ - As a developer, I will add form validation to the BOLO creation form, so that a BOLO cannot be create without required information filled out. **Done**
 - Pushed completed feature code to feature branch BOLO-77.
 - Upon further testing, realized that ~~BOLO-61~~ - As a user, I can perform a free search to find BOLOs that contain a certain keyword(s). **Done** was not fully functional.
 - Continued working on ~~BOLO-61~~ - As a user, I can perform a free search to find BOLOs that contain a certain keyword(s). **Done** in order to fully complete it.
- What is planned to be done until the next scrum meeting?
 - Continue working on ~~BOLO-61~~ - As a user, I can perform a free search to find BOLOs that contain a certain keyword(s). **Done**
 - Work on fixing discrepancy on reportedOn time field when creating a BOLO.
- What are the hurdles?

- Search functionality is only being done on the current page, and not across pages.
- When creating a BOLO, the reported time is not being saved in database properly.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Pushed ~~BOLO-62~~ - As a developer, I want to remove the BOLO confirmation step in the BOLO creation process. Done to branch feature/ BOLO-62 on remote.
- What is planned to be done until the next scrum meeting?
 - Still working on ~~BOLO-63~~ - As a user, I can receive notifications of changes/additions in BOLOs that I am subscribed to by email. **Done**
- What are the hurdles?
 - Feature ~~BOLO-63~~ - As a user, I can receive notifications of changes/additions in BOLOs that I am subscribed to by email. **Done** depends on fully functionality of ~~BOLO-69~~ - As a developer I want to be to fix Edit, Details, Archive, and Delete functionalities in the BOLOs on Home screen, so the users can use these functionalities. **Done**, so I'm writing the code, but can't fully test it.

20190131 - DAILY SCRUM MEETING MINUTES

Date: January 31, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Continued working on ~~BOLO-61~~ - As a user, I can perform a free search to find BOLOs that contain a certain keyword(s). **Done**
 - Continued working on ~~BOLO-81~~ - As a user, the time I input for time reported should be saved in database and displayed properly. **Done**
- What is planned to be done until the next scrum meeting?
 - Finish working on ~~BOLO-61~~ - As a user, I can perform a free search to find BOLOs that contain a certain keyword(s). **Done**

- Merge feature branches with dev branch.
 - Finish documentation and videos for features.
- What are the hurdles?
 - I am not familiar with Spring Boot, so working with their API and JPA Repository has been a challenge.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Still working on **BOLO-63** - As a user, I can receive notifications of changes/additions in BOLOs that I am subscribed to by email. Done , but still can't test it, because the frontend is not ready on that part.
- What is planned to be done until the next scrum meeting?
 - Will try to fix the Edit on the BOLOs cards on Home page.
- What are the hurdles?
 - The learning curve in these new frameworks is slow.

20190201 - DAILY SCRUM MEETING MINUTES

Date: February 1, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Continued working on ~~BOLO-81~~ - As a user, the time I input for time reported should be saved in database and displayed properly. **Done**
 - Completed ~~BOLO-61~~ - As a user, I can perform a free search to find BOLOs that contain a certain keyword(s). **Done**
 - Met with Frank Alvarado and went over the features from this sprint, questions, and what will be done for next sprint.
 - Merged completed feature branches (**BOLO-61** and **BOLO-77**) with dev branch.
- What is planned to be done until the next scrum meeting?

- Remove completed feature branches
 - Finish documentation and videos for completed features.
 - Sprint 1 Review
 - Sprint 1 Retrospect
 - Sprint 2 Planning
- What are the hurdles?
 - None for today.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - I started working on ~~BOLO-69~~ - As a developer I want to be to fix Edit, Details, Archive, and Delete functionalities in the BOLOs on Home screen, so the users can use these functionalities. Done , specifically on ~~BOLO-82~~ - Fix Edit functionality Done , because we need it first to proper test ~~BOLO-63~~ - As a user, I can receive notifications of changes/additions in BOLOs that I am subscribed to by email. **Done**
- What is planned to be done until the next scrum meeting?
 - Keep working on ~~BOLO-82~~ - Fix Edit functionality **Done**
- What are the hurdles?
 - still kind of slow on Angular but getting better.

20190204 - Sprint 1 - Review

Date: February 4, 2019

Start time: 2:00 pm

End time: 3:00 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia
- Frank Alvarado

After a show and tell presentation, the implementation of the following user stories was accepted by the product owners:

- **User Story** <**BOLO-61: Full Text BOLO Search**> ~~BOLO-61~~ - As a user, I can perform a free search to find BOLOs that contain a certain keyword(s). **Done**
- **User Story** <**BOLO-62: Remove BOLO Confirmation Email**> ~~BOLO-62~~ - As a developer, I want to remove the BOLO confirmation step in the BOLO creation process. **Done**
- **User Story** <**BOLO-77: BOLO Creation Form Validation**> ~~BOLO-77~~ - As a developer, I will add form validation to the BOLO creation form, so that a BOLO cannot be create without required information filled out. **Done**

The following ones were rejected and moved back to the product backlog to be assigned to a future sprint at a future Spring Planning meeting:

- **User Story** <**BOLO-63**: Email Notification of BOLO Changes> ~~BOLO-63~~ - As a user, I can receive notifications of changes/additions in BOLOs that I am subscribed to by email.
Done

The following ones were completely removed from the product backlog and will not be assigned to a future sprint:

- **User Story** <**BOLO-26**: Filter BOLOs By Category and Agency > ~~BOLO-26~~ - As a user, I can filter BOLOs by agency and category. **To Do**

20190204 - Sprint 1 - Retrospective

Date: February 4, 2019

Start time: 3:00 pm

End time: 4:00 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

What went wrong?

Main factor:

Unexpected bugs in code: due to unexpected bugs and inconsistencies in the code given to us, we had to change a few tasks and stories in the sprint halfway through the sprint in order to work on these new issues, since they were affecting our ability to work on some of the other stories that were originally assigned for this sprint.

- **Did we do a good job estimating our team's velocity?**

We did a good job estimating the team's velocity, however, due to the unexpected code inconsistencies, we had to change the sprint backlog halfway through for a few stories, which affected our overall performance and velocity for this sprint.

- **Did we do a good job estimating the points (time required) for each user story?**

We think we did a good job on estimating the store points, even though we were mostly learning the new code and fixing bugs and completing functionalities during this sprint.

- **Did each team member work as scheduled?**

We worked excellent as a team, and we individually excelled our expectations, we were communicating every day, solving issues, sharing experiences, etc. Although, we each have full and part time jobs, we worked through the free time at job during the day, and through the nights to catch up with the new technologies and techniques we have been learning over the past Sprint.

What went right?

- Our goal for Sprint 1 was to get familiar with the code and finish implementing a few basic front-end functionalities of the BOLO application. We successfully achieved this goal.

How to address the issues in the next sprint?

- **How to improve the process?**

Now that we have a more complete knowledge of the current state of the application, its issues, and how it works, we will be able to estimate the time for each story a little better as well as move faster through the stories.

- **How to improve the product?**

We found the product in a state where the back-end(API) was completed in more than

50%, but the front-end is in a bad shape, so we are inputting our knowledge and modest experience in fixing that aspect.

Sprint 2

20190204 : SPRINT 2 - PLANNING MEETING MINUTES

Date: February 4, 2019

Start time: 4:00 pm

End time: 5:00 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia
- Frank Alvarado

After discussion, the velocity of the team was estimated to be <56 hours>.

Our goal in Sprint 2 is to finish completing features that we were not able to finish last sprint as well as getting the basic user (tier 1) permissions implemented.

The product owner chose the following user stories to be done during the next sprint. They are ordered based on their priority:

- User Story <**BOLO-69**: BOLO Editing and Archiving> ~~BOLO-69~~ - As a developer I want to be to fix Edit, Details, Archive, and Delete functionalities in the BOLOs on Home screen, so the users can use these functionalities. **Done**
- User Story <**BOLO-28**: Basic User (Tier 1) Permissions> ~~BOLO-28~~ - As a basic user (Tier 1), I can create, view, edit, and remove my own BOLOs. **Done**
- User Story <**BOLO-63**: Email Notification of BOLO Changes> ~~BOLO-63~~ - As a user, I can receive notifications of changes/additions in BOLOs that I am subscribed to by email. **Done**
- Task < **BOLO-85**: Remove Search Link in Navigation Bar> ~~BOLO-85~~ - As a developer, I will remove the Search link from the navigation bar, as it is unnecessary and redundant. **Done**

The team members indicated their willingness to work on the following user stories:

- **Yevanis Garcia**
 - ~~BOLO-69~~ - As a developer I want to be to fix Edit, Details, Archive, and Delete functionalities in the BOLOs on Home screen, so the users can use these functionalities. **Done**
 - ~~BOLO-63~~ - As a user, I can receive notifications of changes/additions in BOLOs that I am subscribed to by email. **Done**

- **Jacqueline Castro**
 - ~~BOLO-28~~ - As a basic user (Tier 1), I can create, view, edit, and remove my own BOLOs. **Done**
 - ~~BOLO-85~~ - As a developer, I will remove the Search link from the navigation bar, as it is unnecessary and redundant. **Done**
-

20190205 - DAILY SCRUM MEETING MINUTES

Date: February 5, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Sprint 1 Review
 - Sprint 1 Retrospective
 - Sprint 2 Planning
 - Worked on documentation for finished features
 - Removed finished feature branches from repo
 - Began working on **BOLO-28** - As a basic user (Tier 1), I can create, view, edit, and remove my own BOLOs. Done
- What is planned to be done until the next scrum meeting?
 - Continue working on **BOLO-28** - As a basic user (Tier 1), I can create, view, edit, and remove my own BOLOs. **Done**
 - Work on **BOLO-85** - As a developer, I will remove the Search link from the navigation bar, as it is unnecessary and redundant. **Done**
- What are the hurdles?
 - I am not familiar with creating different user permission levels, so I am still figuring out how to implement that.

@Yevanis Garcia:

- What was done since the last scrum meeting?
 - Worked on documentation for finished features
 - Removed finished feature branches from repo

- Finished ~~BOLO-63~~ - As a user, I can receive notifications of changes/additions in BOLOs that I am subscribed to by email. **Done**. BOLOs can be updated and email to BOLO's subscribers is sent. Still we need to complete the tiers, so only users allowed can modify BOLOs.
- Still working on ~~BOLO-82~~ - Fix Edit functionality **Done**. This task is related to the one above, is almost finished, only needs some validations and tweaks in the UI.
- Started researching the ~~BOLO-84~~ - Fix Delete functionality **Done** implementation.
- What is planned to be done until the next scrum meeting?
 - Keep researching DELETE and start working on ~~BOLO-83~~ - Fix Archive functionality **Done**.
- What are the hurdles?
 - DELETE implementation is kind of tricky.

20190206 - DAILY SCRUM MEETING MINUTES

Date: February 6, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Worked on **BOLO-28** - As a basic user (Tier 1), I can create, view, edit, and remove my own BOLOs. **Done**
 - Worked on **BOLO-85** - As a developer, I will remove the Search link from the navigation bar, as it is unnecessary and redundant. **Done**
- What is planned to be done until the next scrum meeting?
 - Continue working on **BOLO-28** - As a basic user (Tier 1), I can create, view, edit, and remove my own BOLOs. **Done**
 - Continue working on **BOLO-85** - As a developer, I will remove the Search link from the navigation bar, as it is unnecessary and redundant. **Done**
- What are the hurdles?
 - Still learning a lot about the back-end and how it works.

Yevanis Garcia:

- What was done since the last scrum meeting?

- I was working on ~~BOLO-83~~ - Fix Archive functionality **Done**. Added new component on front-end for archived BOLOs.
 - What is planned to be done until the next scrum meeting?
 - Will keep working on ~~BOLO-83~~ - Fix Archive functionality **Done**
 - What are the hurdles?
 - Because of the lack of experience with Spring Boot, and Angular, sometimes you need to spend half a day just researching to start working on a task.
-

20190207 - DAILY SCRUM MEETING MINUTES

Date: February 7, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Continued working on ~~BOLO-28~~ - As a basic user (Tier 1), I can create, view, edit, and remove my own BOLOs. **Done**
 - Continued working on ~~BOLO-85~~ - As a developer, I will remove the Search link from the navigation bar, as it is unnecessary and redundant. **Done**
- What is planned to be done until the next scrum meeting?
 - Make more progress on both ~~BOLO-28~~ - As a basic user (Tier 1), I can create, view, edit, and remove my own BOLOs. **Done** and ~~BOLO-85~~ - As a developer, I will remove the Search link from the navigation bar, as it is unnecessary and redundant. **Done**
- What are the hurdles?
 - None so far.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Working on ~~BOLO-83~~ - Fix Archive functionality **Done**
- What is planned to be done until the next scrum meeting?
 - Swill keep working on ~~BOLO-83~~ - Fix Archive functionality Done . Still trying to fix the JPQL query to eliminate archived BOLOs from main screen.
- What are the hurdles?
 - Spring and Angular are new frameworks to me.

20190208 - DAILY SCRUM MEETING MINUTES

Date: February 8, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Made progress in **BOLO-28** - As a basic user (Tier 1), I can create, view, edit, and remove my own BOLOs. **Done**
- What is planned to be done until the next scrum meeting?
 - Continue **BOLO-28** - As a basic user (Tier 1), I can create, view, edit, and remove my own BOLOs. **Done**
- What are the hurdles?
 - Functionality and criteria of certain operations on the website are not explicit, so it is difficult to even just test the code. Many features are partially implemented also, making it difficult to work on one feature fully.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - ~~BOLO-83~~ - Fix Archive functionality **Done** was completed. Archive screen is showing only archived BOLOs.
- What is planned to be done until the next scrum meeting?
 - Will keep working on front-end part of ~~BOLO-82~~ - Fix Edit functionality **Done**, back-end is working.
- What are the hurdles?
 - Getting better on Spring Boot and Angular, but sometimes is time consuming the researching done to achieve something: i.e.: Spent almost 4 hrs. yesterday on JPQL query needed on BoloRepository for achieving the archive BOLOs functionality.

20190211 - DAILY SCRUM MEETING MINUTES

Date: February 11, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Completed ~~BOLO-85~~ - As a developer, I will remove the Search link from the navigation bar, as it is unnecessary and redundant. **Done**
 - Had a Teamviewer Session with Frank and Jason to discuss a few questions
 - Continued working on ~~BOLO-28~~ - As a basic user (Tier 1), I can create, view, edit, and remove my own BOLOs. **Done**
- What is planned to be done until the next scrum meeting?
 - Continue working on ~~BOLO-28~~ - As a basic user (Tier 1), I can create, view, edit, and remove my own BOLOs. **Done**
- What are the hurdles?

- None today.

@Yevanis Garcia:

- What was done since the last scrum meeting?
 - Was researching ~~BOLO-84~~ - Fix Delete functionality **Done**
- What is planned to be done until the next scrum meeting?
 - Implement ~~BOLO-87~~ - Implement unArchive **Done**
- What are the hurdles?
 - None today.

20190212 - DAILY SCRUM MEETING MINUTES

Date: February 12, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Worked on ~~BOLO-28~~ - As a basic user (Tier 1), I can create, view, edit, and remove my own BOLOs. **Done**. Implemented Tier 1 users to not have access to admin privileges.
- What is planned to be done until the next scrum meeting?
 - Continue working on ~~BOLO-28~~ - As a basic user (Tier 1), I can create, view, edit, and remove my own BOLOs. **Done**. Implement Tier 1 users to not be able to edit, delete, or archive any other BOLOs except their own.
- What are the hurdles?
 - Getting used to working with Spring and a RESTful API.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Working on ~~BOLO-69~~ - As a developer I want to be to fix Edit, Details, Archive, and Delete functionalities in the BOLOs on Home screen, so the users can use these functionalities. **Done**

- What is planned to be done until the next scrum meeting?
 - Continue working on ~~BOLO-69~~ - As a developer I want to be to fix Edit, Details, Archive, and Delete functionalities in the BOLOs on Home screen, so the users can use these functionalities. **Done**
 - What are the hurdles?
 - Still learning Angular.
-

20190213 - DAILY SCRUM MEETING MINUTES

Date: February 13, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Worked on ~~BOLO-28~~ - As a basic user (Tier 1), I can create, view, edit, and remove my own BOLOs. **Done**. Got editing privileges almost done.
- What is planned to be done until the next scrum meeting?
 - Keep working on ~~BOLO-28~~ - As a basic user (Tier 1), I can create, view, edit, and remove my own BOLOs. **Done**
- What are the hurdles?
 - A few small bugs concerning reportedOn date and time, and searching BOLOs.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Working on ~~BOLO-69~~ - As a developer I want to be to fix Edit, Details, Archive, and Delete functionalities in the BOLOs on Home screen, so the users can use these functionalities. **Done**
- What is planned to be done until the next scrum meeting?
 - Keep working on ~~BOLO-69~~ - As a developer I want to be to fix Edit, Details, Archive, and Delete functionalities in the BOLOs on Home screen, so the users can use these functionalities. **Done**
- What are the hurdles?
 - None

20190214 - DAILY SCRUM MEETING MINUTES

Date: February 14, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Worked on ~~BOLO-28~~ - As a basic user (Tier 1), I can create, view, edit, and remove my own BOLOs. **Done**. Got the Tier 1 editing privileges almost fully complete.
- What is planned to be done until the next scrum meeting?
 - Complete ~~BOLO-28~~ - As a basic user (Tier 1), I can create, view, edit, and remove my own BOLOs. **Done**
- What are the hurdles?
 - None so far.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Worked on ~~BOLO-69~~ - As a developer I want to be to fix Edit, Details, Archive, and Delete functionalities in the BOLOs on Home screen, so the users can use these functionalities. **Done**
- What is planned to be done until the next scrum meeting?
 - Will keep working on ~~BOLO-69~~ - As a developer I want to be to fix Edit, Details, Archive, and Delete functionalities in the BOLOs on Home screen, so the users can use these functionalities. **Done**
- What are the hurdles?
 - None for today

20190215 - DAILY SCRUM MEETING MINUTES

Date: February 15, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Completed ~~BOLO-28~~ - As a basic user (Tier 1), I can create, view, edit, and remove my own BOLOs. **Done**
 - Had meeting with Frank and Jason to show what we have completed in this sprint and receive feedback.
- What is planned to be done until the next scrum meeting?
 - Sprint 2 Review
 - Sprint 2 Retrospect
 - Sprint 3 Planning
 - Merge finished feature branch with dev

- Documentation and videos of finished features
- What are the hurdles?
 - None today.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - ~~BOLO-69~~ - As a developer I want to be to fix Edit, Details, Archive, and Delete functionalities in the BOLOs on Home screen, so the users can use these functionalities. **Done** is completed.
- What is planned to be done until the next scrum meeting?
 - Documentation and videos of finished features.
 - Will start researching ~~BOLO-88~~ - As an admin, I want to be able to RECOVER the "soft" deleted BOLOs or DELETE them completely, so the BOLOs can be back in BOLOs screen or deleted forever. **Done**
- What are the hurdles?
 - None today

20190218 - Sprint 2 Review

Date: February 18, 2019

Start time: 2:00 pm

End time: 2:30 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia
- Jason Cohen
- Frank Alvarado

After a show and tell presentation, the implementation of the following user stories was accepted by the product owners: All.

- **User Story** <**BOLO-28: Basic User (Tier 1) Permissions**> ~~BOLO-28~~ - As a basic user (Tier 1), I can create, view, edit, and remove my own BOLOs. **Done**
- **Task** <**BOLO-85: Remove Search Link in Navigation Bar**> ~~BOLO-85~~ - As a developer, I will remove the Search link from the navigation bar, as it is unnecessary and redundant. **Done**

- **User Story** <**BOLO-63**: Receive notifications of changes/additions in BOLOs> ~~BOLO-63~~ - As a user, I can receive notifications of changes/additions in BOLOs that I am subscribed to by email. **Done**
- **User Story** <**BOLO-69**: As a developer I want to be to fix Edit, Details, Archive, and Delete functionalities> ~~BOLO-69~~ - As a developer I want to be to fix Edit, Details, Archive, and Delete functionalities in the BOLOs on Home screen, so the users can use these functionalities. **Done**

The following ones were rejected and moved back to the product backlog to be assigned to a future sprint at a future Spring Planning meeting: **None**.

20190218 - Sprint 2 - Retrospective

Date: February 18, 2019

Start time: 2:30 pm

End time: 3:00 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

What went wrong?

Main factor:

Application not intuitive: many of the already implemented functionalities of the app are not intuitive and do not provide help/feedback to the user when criteria wasn't met or usage was not proper. So, implementing other functions on top of this was difficult, and editing the already existing code to make it intuitive is time consuming.

- **Did we do a good job estimating our team's velocity?**

We did a good job estimating the team's velocity this sprint, even with code inconsistencies and bugs.

- **Did we do a good job estimating the points (time required) for each user story?**

We did a great job on estimating the story points, since we have gotten ourselves better acquainted with the code and its functionalities.

- **Did each team member work as scheduled?**

We worked excellent as a team and worked as scheduled completing everything we needed to for this sprint. We communicated very frequently and kept communication frequent with our project owners as well.

What went right?

Main factor:

Better knowledge of code and functions: since we spent time during the first sprint getting to know the code and its functionality better, this sprint was much smoother and easier.

- Our goal for Sprint 2 was to finish completing features that we were not able to finish last sprint as well as getting the basic user (tier 1) permissions implemented. We successfully achieved this goal.

How to address the issues in the next sprint?

- **How to improve the process?**

Continue moving at a swift and steady pace, as well as keeping frequent communication with our project owners for feedback and to make sure we are doing everything properly.

- **How to improve the product?**

As we are completing the bigger stories and functionalities that we need to complete; we are also focusing on making the application more intuitive and less clunky.

Sprint 3

20190218 : SPRINT 3 - PLANNING MEETING MINUTES

Date: February 18, 2019

Start time: 3:00 pm

End time: 3:30 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia
- Jason Cohen
- Frank Alvarado

After discussion, the velocity of the team was estimated to be <56 hours>.

Our goal in Sprint 3 is to implement BOLO and user deletion, start working with Exchange for email notifications, as well as getting the supervisor (tier 2) permissions implemented.

The product owner chose the following user stories to be done during the next sprint. They are ordered based on their priority:

- User Story <**BOLO-31**: Supervisor (Tier 2) Permissions> ~~BOLO-31~~ - As an agency supervisor (Tier 2), I can create, view, edit, and remove my own BOLOs, as well as any BOLOs from my agency. **Done**
- User Story <**BOLO-88**: BOLO Deletion> ~~BOLO-88~~ - As an admin, I want to be able to RECOVER the "soft" deleted BOLOs or DELETE them completely, so the BOLOs can be back in BOLOs screen or deleted forever. **Done**
- User Story <**BOLO-90**: MS Mail Exchange Server> ~~BOLO-90~~ - As a developer I want to be able to change the mail server configuration to MS Exchange Server, so the BOLOs email notifications can be handle by the customer mail server. **In Progress**
- User Story <**BOLO-89**: User Deletion> ~~BOLO-89~~ - As an admin, I should be able to permanently delete users from the system. **Done**
- Bug <**BOLO-81**: Link Reported On Date and Time together> ~~BOLO-81~~ - As a user, the time I input for time reported should be saved in database and displayed properly. **Done**

The team members indicated their willingness to work on the following user stories:

- **Yevanis Garcia**
 - ~~BOLO-88~~ - As an admin, I want to be able to RECOVER the "soft" deleted BOLOs or DELETE them completely, so the BOLOs can be back in BOLOs screen or deleted forever. **Done**

- ~~BOLO-90~~ - As a developer I want to be able to change the mail server configuration to MS Exchange Server, so the BOLOs email notifications can be handled by the customer mail server. **In Progress**
- **Jacqueline Castro**
 - ~~BOLO-31~~ - As an agency supervisor (Tier 2), I can create, view, edit, and remove my own BOLOs, as well as any BOLOs from my agency. **Done**
 - ~~BOLO-89~~ - As an admin, I should be able to permanently delete users from the system. **Done**
 - ~~BOLO-81~~ - As a user, the time I input for time reported should be saved in database and displayed properly. **Done**

20190219 - DAILY SCRUM MEETING MINUTES

Date: February 19, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Sprint 2 Review
 - Sprint 2 Retrospect
 - Sprint 3 Planning
 - Worked on documentation and video for finished features
 - Merged finished feature branch with dev branch
 - Began working on [BOLO-31](#) - As an agency supervisor (Tier 2), I can create, view, edit, and remove my own BOLOs, as well as any BOLOs from my agency.

Done

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

- Remove finished feature branch
- Continue working on ~~BOLO-31~~ - As an agency supervisor (Tier 2), I can create, view, edit, and remove my own BOLOs, as well as any BOLOs from my agency. **Done**
- Work on ~~BOLO-81~~ - As a user, the time I input for time reported should be saved in database and displayed properly. **Done**
- What are the hurdles?
 - None today.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Worked on documentation and video for finished features
 - Merged finished feature branch with dev branch
 - Started researching ~~BOLO-90~~ - As a developer I want to be able to change the mail server configuration to MS Exchange Server, so the BOLOs email notifications can be handled by the customer mail server. **In Progress**
- What is planned to be done until the next scrum meeting?
 - While waiting for more info from Frank, regarding the Exchange server, and the way we're going to deploy the application in the server; I started implementing ~~BOLO-91~~ - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
- What are the hurdles?
 - None for today

20190220 - DAILY SCRUM MEETING MINUTES

Date: February 20, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Removed finished feature branch from repo
 - Completed ~~BOLO-81~~ - As a user, the time I input for time reported should be saved in database and displayed properly. **Done**
 - Continued working on ~~BOLO-31~~ - As an agency supervisor (Tier 2), I can create, view, edit, and remove my own BOLOs, as well as any BOLOs from my agency. **Done**
- What is planned to be done until the next scrum meeting?

- Continue working on **BOLO-31** - As an agency supervisor (Tier 2), I can create, view, edit, and remove my own BOLOs, as well as any BOLOs from my agency. **Done**
- What are the hurdles?
 - Models in the API are not transferred to the front end properly and completely.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Was finishing **BOLO-88** - As an admin, I want to be able to RECOVER the "soft" deleted BOLOs or DELETE them completely, so the BOLOs can be back in BOLOs screen or deleted forever. **Done**
- What is planned to be done until the next scrum meeting?
 - Will Continue researching **BOLO-90** - As a developer I want to be able to change the mail server configuration to MS Exchange Server, so the BOLOs email notifications can be handled by the customer mail server. **In Progress**
- What are the hurdles?
 - Still waiting for Frank for a solution for Server that will host the app

20190221 - DAILY SCRUM MEETING MINUTES

Date: February 21, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Continued working on ~~BOLO-31~~ - As an agency supervisor (Tier 2), I can create, view, edit, and remove my own BOLOs, as well as any BOLOs from my agency. **Done**
- What is planned to be done until the next scrum meeting?
 - Complete ~~BOLO-31~~ - As an agency supervisor (Tier 2), I can create, view, edit, and remove my own BOLOs, as well as any BOLOs from my agency. **Done**
 - Begin working on ~~BOLO-89~~ - As an admin, I should be able to permanently delete users from the system. **Done**
- What are the hurdles?

- Looking into **BOLO-89** - As an admin, I should be able to permanently delete users from the system. **Done**, seems like it will be a challenge to delete the user from the system but keep all of the BOLOs tied to that user intact with all the proper information.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Completed **BOLO-88** - As an admin, I want to be able to RECOVER the "soft" deleted BOLOs or DELETE them completely, so the BOLOs can be back in BOLOs screen or deleted forever. **Done**
 - Was researching **BOLO-90** - As a developer I want to be able to change the mail server configuration to MS Exchange Server, so the BOLOs email notifications can be handled by the customer mail server. **In Progress**
 - Was researching **BOLO-79** - As a developer I want to fix the Generate PDF button on BOLOs detail page, so that a proper pdf is generated. **Done**
- What is planned to be done until the next scrum meeting?
 - Will keep researching **BOLO-90** - As a developer I want to be able to change the mail server configuration to MS Exchange Server, so the BOLOs email notifications can be handled by the customer mail server. **In Progress**
 - Will keep researching **BOLO-79** - As a developer I want to fix the Generate PDF button on BOLOs detail page, so that a proper pdf is generated. **Done**
- What are the hurdles?
 - None for today.

20190222 - DAILY SCRUM MEETING MINUTES

Date: February 22, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Completed ~~BOLO-31~~ - As an agency supervisor (Tier 2), I can create, view, edit, and remove my own BOLOs, as well as any BOLOs from my agency. Done
 - Worked on ~~BOLO-89~~ - As an admin, I should be able to permanently delete users from the system. Done
- What is planned to be done until the next scrum meeting?
 - Continue working on ~~BOLO-89~~ - As an admin, I should be able to permanently delete users from the system. Done
- What are the hurdles?

- Hard deleting a user from the system creates relational issues with the BOLOs since they have certain dependencies with the users, so trying to find a way around this has been tricky.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Was merging current branch to dev.
 - Dropped per PO request ~~BOLO-90~~ - As a developer I want to be able to change the mail server configuration to MS Exchange Server, so the BOLOs email notifications can be handled by the customer mail server. **In Progress**
- What is planned to be done until the next scrum meeting?
 - Will work on ~~BOLO-79~~ - As a developer I want to fix the Generate PDF button on BOLOs detail page, so that a proper pdf is generated. **Done**
 - Will work on fix issue that is preventing to print PDF when agency logo and shield are null.
- What are the hurdles?
 - Had troubles merging branches with conflicts

20190225 - DAILY SCRUM MEETING MINUTES

Date: February 25, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Worked on ~~BOLO-89~~ - As an admin, I should be able to permanently delete users from the system. **Done**
- What is planned to be done until the next scrum meeting?
 - Continue working on ~~BOLO-89~~ - As an admin, I should be able to permanently delete users from the system. **Done**
- What are the hurdles?
 - Since there are so many interrelated dependencies between SQL tables, especially the BOLO and BOLO User table, it has been hard to find a functional way to delete the user while still keeping the BOLO and program intact.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Worked on ~~BOLO-79~~ - As a developer I want to fix the Generate PDF button on BOLOs detail page, so that a proper pdf is generated. **Done**
 - Worked on feature doc.
 - Researched about deploying a war file on server.
 - What is planned to be done until the next scrum meeting?
 - Will be cleaning code. And fixing broken stuff on Admin console.
 - Will keep researching on deploying app on remote server.
 - What are the hurdles?
 - None for today.
-

20190226 - DAILY SCRUM MEETING MINUTES

Date: February 26, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Fixed a few issues I was encountering with ~~BOLO-89~~ - As an admin, I should be able to permanently delete users from the system. **Done**
- What is planned to be done until the next scrum meeting?
 - Keep working on ~~BOLO-89~~ - As an admin, I should be able to permanently delete users from the system. **Done**
- What are the hurdles?
 - I was able to find a way around hard deleting the users interfering with other dependencies, but I still haven't been able to fully implement permanent deletion.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - I'm researching how to build a war file with Maven.
 - I'm researching about how to deploy a war file on Tomcat server.
- What is planned to be done until the next scrum meeting?
 - Will keep researching how to deploy java app on server.
- What are the hurdles?
 - New technologies for us are always a challenge.

20190227 - DAILY SCRUM MEETING MINUTES

Date: February 27, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Progressed further on ~~BOLO-89~~ - As an admin, I should be able to permanently delete users from the system. **Done**
- What is planned to be done until the next scrum meeting?
 - Keep working on ~~BOLO-89~~ - As an admin, I should be able to permanently delete users from the system. **Done**
- What are the hurdles?
 - Managing to implement the deletion of users in a functional and easy way.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Was researching app deployment on server
 - What is planned to be done until the next scrum meeting?
 - Will keep researching app deployment on server
 - What are the hurdles?
 - New technologies and app deployments
-

20190228 - DAILY SCRUM MEETING MINUTES

Date: February 28, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Worked on ~~BOLO-89~~ - As an admin, I should be able to permanently delete users from the system. **Done**
- What is planned to be done until the next scrum meeting?
 - Complete ~~BOLO-89~~ - As an admin, I should be able to permanently delete users from the system. **Done**
- What are the hurdles?
 - None today.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Researched about deploying app on remote server.
 - Started preparing remote server.
 - Installed so far: Java, Apache Tomcat and MS SQL.
- What is planned to be done until the next scrum meeting?
 - Will keep researching about deploying app.
 - Will keep preparing remote server.
- What are the hurdles?
 - Have some errors on Angular that only happens when building app in production.

20190301 - DAILY SCRUM MEETING MINUTES

Date: March 1, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Completed ~~BOLO-89~~ - As an admin, I should be able to permanently delete users from the system. **Done**
 - Met up with Frank and Jason to show what we have completed in this sprint and receive feedback.
 - Merged finished features with dev branch.
- What is planned to be done until the next scrum meeting?
 - Sprint 3 Review
 - Sprint 3 Retrospect
 - Sprint 4 Planning

- Documentation and videos for finished features
- What are the hurdles?
 - None today.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Researching on how to deploy both: front and back-end to remote server.
 - Explained today to Frank and Jason about deployment of app.
- What is planned to be done until the next scrum meeting?
 - Will keep researching about deployment.
- What are the hurdles?
 - Ways to deploy this kind of app.

20190304 - SPRINT 3 REVIEW

Date: March 4, 2019

Start time: 2:00 pm

End time: 3:00 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia
- Jason Cohen
- Frank Alvarado

After a show and tell presentation, the implementation of the following user stories was accepted by the product owners:

- **User Story** <BOLO-31: Supervisor (Tier 2) Permissions> ~~BOLO-31~~ - As an agency supervisor (Tier 2), I can create, view, edit, and remove my own BOLOs, as well as any BOLOs from my agency. **Done**
- **User Story** <BOLO-89: User Deletion> ~~BOLO-89~~ - As an admin, I should be able to permanently delete users from the system. **Done**
- **Bug** <BOLO-81: Link Reported On Date and Time together> ~~BOLO-81~~ - As a user, the time I input for time reported should be saved in database and displayed properly. **Done**

- **UI: Archive functionality:** ~~BOLO-65~~ - As a developer I want to fix Archive functionality on UI, so I can see BOLOs archived. **Done**
- **Fix generate PDF button:** ~~BOLO-79~~ - As a developer I want to fix the Generate PDF button on BOLOs detail page, so that a proper pdf is generated. **Done**

The following ones were rejected and moved back to the product backlog to be assigned to a future sprint at a future Spring Planning meeting.

- All stories for this Sprint were completed and accepted.

20190304 - Sprint 3 - Retrospective

Date: March 4, 2019

Start time: 2:30 pm

End time: 3:00 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

What went wrong?

Main factor:

Story changes and Lack of previous experience/knowledge: One of our goals this sprint was to work with the Exchange server to send out emails. But, half way through the sprint, Frank let us know that since they currently do not have access to the Miami-Dade Exchange server, we do not have to worry about working on the goal for now.

Also, we spent past week researching about how to deploy app on remote server. Currently we are still working on it. A Tomcat server + SQL was installed. We are considering two options for deployment:

- Front-end distribution and back-end on different folders/services on Tomcat server.

- Back-end deployed as a war file with front-end embedded on static folder on one folder/service on Tomcat server.

Both cases are not running on remote server yet because connection issues on local SQL server. We'll keep working on solving those issues.

- **Did we do a good job estimating our team's velocity?**

Despite Jason and Frank changing a few of the stories planned, we still did a good job estimating the velocity for this sprint.

- **Did we do a good job estimating the points (time required) for each user story?**

We were able to complete everything right on time, and fully completed, so we did a good job estimating the time required for each user story.

- **Did each team member work as scheduled?**

Each team member worked very well and according to schedule, completing everything that needed to be completed.

What went right?

Main factor:

More frequent communication and feedback with Jason and Frank: having more frequent communication with and feedback from Jason and Frank allowed us to move quickly through various issues and questions we were facing with a few of the stories we were implementing.

- Our goal for Sprint 3 was to implement BOLO and user deletion, start working with Exchange server for email notifications, as well as getting the supervisor (tier 2) permissions implemented. Besides not being able to work with the Exchange server, we successfully achieved this goal.

How to address the issues in the next sprint?

- **How to improve the process?**
Keep up the frequent communication with the team and Product Owners, and keep getting a deeper, more thorough understanding of the code and its functionalities.
- **How to improve the product?**
Continue testing the program at large as we go implementing the stories in order to find any bugs/issues that need to be noted and taken care of.

20190304 : SPRINT 4 - PLANNING MEETING MINUTES

Date: March 04, 2019

Start time: 3:00 pm

End time: 3:30 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia
- Jason Cohen
- Frank Alvarado

After discussion, the velocity of the team was estimated to be <56 hours>.

Our goal in Sprint 4 is to get the BOLO app deployed in the remote server so that Frank and Jason can go testing the current state of the application, as well as getting the administrator (tier 3) permissions implemented.

The product owner chose the following user stories to be done during the next sprint. They are ordered based on their priority:

- User Story <**BOLO-30: Administrator (Tier 3) Permissions**> ~~BOLO-30~~ - As an agency admin (Tier 3), I can perform the same functions as a Tier 1 or Tier 2 user, in addition to being able to add/remove Tier 1, Tier 2, and Tier 3 users within my agency. **Done**
- User Story <**BOLO-92: Deployment on remote server**> ~~BOLO-92~~ - As a developer I want to be able to deploy the app in a remote server, so the PO can test it in a production environment. **Done**
- User Story <**BOLO-91: Bolo subscribers management**> ~~BOLO-91~~ - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
- User Story <**BOLO-67: Refresh HOME screen when BOLO is created**> ~~BOLO-67~~ - As a developer I want to fix that Home screen is refreshed when a new BOLO is created, so I can see it in Home screen when BOLO is saved. **Done**
- User Story <**BOLO-68: No picture added...**> ~~BOLO-68~~ - As a developer I want to add the No picture thumbnail when BOLO is created without picture, so UI is more intuitive. **Done**

The team members indicated their willingness to work on the following user stories:

- **Yevanis Garcia**
 - ~~BOLO-92~~ - As a developer I want to be able to deploy the app in a remote server, so the PO can test it in a production environment. **Done**

- **BOLO-91** - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
 - **BOLO-67** - As a developer I want to fix that Home screen is refreshed when a new BOLO is created, so I can see it in Home screen when BOLO is saved. **Done**
 - **BOLO-68** - As a developer I want to add the No picture thumbnail when BOLO is created without picture, so UI is more intuitive. **Done**
 - **Jacqueline Castro**
 - **BOLO-30** - As an agency admin (Tier 3), I can perform the same functions as a Tier 1 or Tier 2 user, in addition to being able to add/remove Tier 1, Tier 2, and Tier 3 users within my agency. **Done**
-

20190305 - DAILY SCRUM MEETING MINUTES

Date: March 5, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

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Jacqueline Castro:

- What was done since the last scrum meeting?
 - Sprint 3 Review
 - Sprint 3 Retrospect
 - Sprint 4 Planning
 - Worked on documentation and video for finished features
 - Merged finished feature branch with dev branch
 - Began working on ~~BOLO-30~~ - As an agency admin (Tier 3), I can perform the same functions as a Tier 1 or Tier 2 user, in addition to being able to add/remove Tier 1, Tier 2, and Tier 3 users within my agency. **Done**
- What is planned to be done until the next scrum meeting?
 - Continue working on ~~BOLO-30~~ - As an agency admin (Tier 3), I can perform the same functions as a Tier 1 or Tier 2 user, in addition to being able to add/remove Tier 1, Tier 2, and Tier 3 users within my agency. **Done**
 - Remove finished feature branches from repo.
- What are the hurdles?
 - None today.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Merged finished feature branch with dev branch

- First deployment completed on remote server. **BOLO-92** - As a developer I want to be able to deploy the app in a remote server, so the PO can test it in a production environment. **Done**
 - What is planned to be done until the next scrum meeting?
 - Will start working on **BOLO-91** - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
 - What are the hurdles?
 - Deployment was kind of tricky.
-

20190306 - DAILY SCRUM MEETING MINUTES

Date: March 6, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Continued working on ~~BOLO-30~~ - As an agency admin (Tier 3), I can perform the same functions as a Tier 1 or Tier 2 user, in addition to being able to add/remove Tier 1, Tier 2, and Tier 3 users within my agency. **Done**
- What is planned to be done until the next scrum meeting?
 - Make progress on ~~BOLO-30~~ - As an agency admin (Tier 3), I can perform the same functions as a Tier 1 or Tier 2 user, in addition to being able to add/remove Tier 1, Tier 2, and Tier 3 users within my agency. **Done**
- What are the hurdles?
 - Separating Tier 4 admin privileges from Tier 3 admin privileges is a little challenging.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Was preparing to implement ~~BOLO-91~~ - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
- What is planned to be done until the next scrum meeting?
 - Implementing ~~BOLO-91~~ - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
- What are the hurdles?
 - None for today.

20190307 - DAILY SCRUM MEETING MINUTES

Date: March 7, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Made progress on ~~BOLO-30~~ - As an agency admin (Tier 3), I can perform the same functions as a Tier 1 or Tier 2 user, in addition to being able to add/remove Tier 1, Tier 2, and Tier 3 users within my agency. **Done**
- What is planned to be done until the next scrum meeting?
 - Possibly complete ~~BOLO-30~~ - As an agency admin (Tier 3), I can perform the same functions as a Tier 1 or Tier 2 user, in addition to being able to add/remove Tier 1, Tier 2, and Tier 3 users within my agency. **Done**
- What are the hurdles?
 - None today.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Was working on ~~BOLO-91~~ - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
 - What is planned to be done until the next scrum meeting?
 - Will keep working on ~~BOLO-91~~ - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
 - What are the hurdles?
 - None for today.
-

20190308 - DAILY SCRUM MEETING MINUTES

Date: March 8, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

April 24, 2019

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- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Worked on ~~BOLO-30~~ - As an agency admin (Tier 3), I can perform the same functions as a Tier 1 or Tier 2 user, in addition to being able to add/remove Tier 1, Tier 2, and Tier 3 users within my agency. **Done**
- What is planned to be done until the next scrum meeting?
 - Test ~~BOLO-30~~ - As an agency admin (Tier 3), I can perform the same functions as a Tier 1 or Tier 2 user, in addition to being able to add/remove Tier 1, Tier 2, and Tier 3 users within my agency. **Done**
- What are the hurdles?
 - None for today.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Worked on implementing: ~~BOLO-91~~ - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
- What is planned to be done until the next scrum meeting?

- Asked to Frank Alvarado and Jason Cohen about feedback on user subscribing to BOLOs.
 - Will keep working on implementing the My Account module that contains among other the: ~~BOLO-91~~ - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
- What are the hurdles?
 - None for today.

20190318 - Sprint 4 - Retrospective

Date: March 18, 2019

Start time: 2:30 pm

End time: 3:00 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

What went wrong?

Main factor:

Time management and changes in work schedule: Since one of the weeks of this sprint was Spring Break, there were changes in the work schedule after planning was already completed. At first, some members had decided that they would work during Spring Break, but eventually decided they would take time off instead. So the original time planning was not fulfilled. Some members were able to complete their user stories, but others were not able to complete their stories for this sprint and will have to pick them up in the next sprint.

- **Did we do a good job estimating our team's velocity?**

We did a good job estimating the team's velocity originally, but since the work schedule changed after planning, we did not meet the planned team velocity.

- **Did we do a good job estimating the points (time required) for each user story?**

We did a good job estimating the points for each user story, since each story completed took around the same amount of time we had estimated it would take.

- **Did each team member work as scheduled?**

Since some members changed their working schedule after the sprint planning, they did not work as originally planned.

What went right?

Main factor:

Smooth, swift coding process: Our increasing knowledge and comfort with the code has allowed us to implement features at a good pace, and get a lot of things done, especially our main goals for this sprint.

- Our goal for Sprint 4 was to get the BOLO app deployed in the remote server so that Frank and Jason can go testing the current state of the application, as well as getting the administrator (tier 3) permissions implemented. We successfully achieved this goal.

How to address the issues in the next sprint?

- **How to improve the process?**

Keep up a good working schedule, to keep completing the user stories at a good pace. As well as smooth out version control problems, such as getting better at merging feature branches with dev branch, to keep up with code changes.

- **How to improve the product?**

Finish implementing the bigger features that control the whole flow of the BOLO application, such as user tiers and user/admin functionalities.

20190318 - SPRINT 4 REVIEW

Date: March 18, 2019

Start time: 2:00 pm

End time: 3:00 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia
- Jason Cohen
- Frank Alvarado

After a show and tell presentation, the implementation of the following user stories was accepted by the product owners:

- **User Story** <**BOLO-30: Administrator (Tier 3) Permissions**> ~~BOLO-30~~ - As an agency admin (Tier 3), I can perform the same functions as a Tier 1 or Tier 2 user, in addition to being able to add/remove Tier 1, Tier 2, and Tier 3 users within my agency. **Done**
- **User Story** <**BOLO-67: Fix BOLO refreshed after creation in Home screen**> ~~BOLO-67~~ - As a developer I want to fix that Home screen is refreshed when a new BOLO is created, so I can see it in Home screen when BOLO is saved. **Done**

- **User Story** <**BOLO-68**: No picture thumbnail on BOLOs> ~~BOLO-68~~ - As a developer I want to add the No picture thumbnail when BOLO is created without picture, so UI is more intuitive. **Done**

The following ones were rejected and moved back to the product backlog to be assigned to a future sprint at a future Spring Planning meeting.

- **User Story** <**BOLO-91**: Bolo subscriber by Category and by Agency> ~~BOLO-91~~ - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **In Progress**

20190318 : SPRINT 5 - PLANNING MEETING MINUTES

Date: March 18, 2019

Start time: 3:00 pm

End time: 3:30 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

After discussion, the velocity of the team was estimated to be <56 hours>.

Our goal in Sprint 5 is to finish implementing the admin functionalities such as agency, user, and category management, as well as implementing a few account management functionalities, such as reset password and manage subscriptions.

The product owner chose the following user stories to be done during the next sprint. They are ordered based on their priority:

- User Story <**BOLO-74: Delete/Disable Category**> ~~BOLO-74~~ - As a developer I want to be able to fix the Edit, Delete/Disable functionality on Category Management on Admin dashboard, so the proper Tier can create/modify that info. **Done**
- User Story <**BOLO-75: Delete/Disable Agency**> ~~BOLO-75~~ - As a developer I want to be able to fix the Delete/Disable functionality on Agency Management on Admin dashboard, so the proper Tier can Delete/Disable an agency. **Done**
- User Story <**BOLO-57: Root (Tier 4) Permissions**> ~~BOLO-57~~ - As a root admin (Tier 4), I can perform the same functions as a Tier 1, Tier 2, or Tier 3 user, in addition to being able to add/remove agency accounts, add/remove Tier 3 users, add/remove Tier 4 users, and add/remove BOLO categories. **Done**
- User Story <**BOLO-66: Fix Agency Counter**> ~~BOLO-66~~ - As a developer I want to fix the Agency directory counter (fixed to 3), so I can see the proper agency counter. **Done**
- User Story <**BOLO-91: Subscribe by Agency and by Category**> ~~BOLO-91~~ - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
- User Story <**BOLO-76: Filtering by functionality**> ~~BOLO-76~~ - As a developer I want to be able to fix the Filter By functionality on Home screen, so the users can filter the BOLOs. **To Do**
- User Story <**BOLO-26: Filtering by Agency and Category**> ~~BOLO-26~~ - As a user, I can filter BOLOs by agency and category. **To Do**

The team members indicated their willingness to work on the following user stories:

- **Yevanis Garcia**

- ~~BOLO-91~~ - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
- ~~BOLO-76~~ - As a developer I want to be able to fix the Filter By functionality on Home screen, so the users can filter the BOLOs. **To Do**
- ~~BOLO-26~~ - As a user, I can filter BOLOs by agency and category. **To Do**

- **Jacqueline Castro**

- ~~BOLO-74~~ - As a developer I want to be able to fix the Edit, Delete/Disable functionality on Category Management on Admin dashboard, so the proper Tier can create/modify that info. **Done**
- ~~BOLO-75~~ - As a developer I want to be able to fix the Delete/Disable functionality on Agency Management on Admin dashboard, so the proper Tier can Delete/Disable an agency. **Done**
- ~~BOLO-57~~ - As a root admin (Tier 4), I can perform the same functions as a Tier 1, Tier 2, or Tier 3 user, in addition to being able to add/remove agency accounts, add/remove Tier 3 users, add/remove Tier 4 users, and add/remove BOLO categories. **Done**
- ~~BOLO-66~~ - As a developer I want to fix the Agency directory counter (fixed to 3), so I can see the proper agency counter. **Done**

20190319 - DAILY SCRUM MEETING MINUTES

Date: March 19, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Sprint 4 Review
 - Sprint 4 Retrospect
 - Sprint 5 Planning
 - Worked on documentation and video for finished features
 - Completed ~~BOLO-66~~ - As a developer I want to fix the Agency directory counter (fixed to 3), so I can see the proper agency counter. **Done**
 - Began working on ~~BOLO-75~~ - As a developer I want to be able to fix the Delete/Disable functionality on Agency Management on Admin dashboard, so the proper Tier can Delete/Disable an agency. **Done**

- What is planned to be done until the next scrum meeting?
 - Merge finished feature branch with dev branch
 - Remove finished feature branches from repo.
 - Continue working on ~~BOLO-75~~ - As a developer I want to be able to fix the Delete/Disable functionality on Agency Management on Admin dashboard, so the proper Tier can Delete/Disable an agency. **Done**
- What are the hurdles?
 - None today.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Was working on ~~BOLO-91~~ - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
 - Checking and cleaning some code.
- What is planned to be done until the next scrum meeting?
 - Will keep working on ~~BOLO-91~~ - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
- What are the hurdles?
 - None for today

20190320 - DAILY SCRUM MEETING MINUTES

Date: March 20, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Merged finished branches with dev branch
 - Removed completed branches from repo
 - Made BOLO-75 and BOLO-74 sub-stories of BOLO-57.
 - Worked on **BOLO-57** - As a root admin (Tier 4), I can perform the same functions as a Tier 1, Tier 2, or Tier 3 user, in addition to being able to add/remove agency accounts, add/remove Tier 3 users, add/remove Tier 4 users, and add/remove BOLO categories. **Done**

- Worked on **BOLO-75** - As a developer I want to be able to fix the Delete/Disable functionality on Agency Management on Admin dashboard, so the proper Tier can Delete/Disable an agency. **IN PROGRESS**
- What is planned to be done until the next scrum meeting?
 - Continue working on **BOLO-57** - As a root admin (Tier 4), I can perform the same functions as a Tier 1, Tier 2, or Tier 3 user, in addition to being able to add/remove agency accounts, add/remove Tier 3 users, add/remove Tier 4 users, and add/remove BOLO categories. **Done**
 - Continue working on **BOLO-75** - As a developer I want to be able to fix the Delete/Disable functionality on Agency Management on Admin dashboard, so the proper Tier can Delete/Disable an agency. **IN PROGRESS**
- What are the hurdles?
 - Refreshing of pages gives error after merge.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Merged branch
 - Worked on better solution for Subscribe by Agency and Category. **BOLO-91** - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
- What is planned to be done until the next scrum meeting?

- Keep working on **BOLO-91** - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
 - What are the hurdles?
 - Working on errors after merge
-

20190321 - DAILY SCRUM MEETING MINUTES

Date: March 21, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Worked on **BOLO-57** - As a root admin (Tier 4), I can perform the same functions as a Tier 1, Tier 2, or Tier 3 user, in addition to being able to

add/remove agency accounts, add/remove Tier 3 users, add/remove Tier 4 users, and add/remove BOLO categories. **IN PROGRESS**

- Worked on **BOLO-75** - As a developer I want to be able to fix the Delete/Disable functionality on Agency Management on Admin dashboard, so the proper Tier can Delete/Disable an agency. **IN PROGRESS**
- What is planned to be done until the next scrum meeting?
 - Continue working on **BOLO-57** - As a root admin (Tier 4), I can perform the same functions as a Tier 1, Tier 2, or Tier 3 user, in addition to being able to add/remove agency accounts, add/remove Tier 3 users, add/remove Tier 4 users, and add/remove BOLO categories. **IN PROGRESS**
 - Continue working on **BOLO-75** - As a developer I want to be able to fix the Delete/Disable functionality on Agency Management on Admin dashboard, so the proper Tier can Delete/Disable an agency. **IN PROGRESS**
- What are the hurdles?
 - Refreshing of pages continues to give error after merge, trying to figure out what the problem is

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Worked on **BOLO-91** - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
 - We had to add subscribers array to agency and category model in order to do the email subscriptions better.
- What is planned to be done until the next scrum meeting?

- Will keep working on ~~BOLO-91~~ - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
 - I'm able to subscribe emails on Agency subscribers array. Now, the new BOLOs created under the agency should inherit the Agency subscribers.
 - What are the hurdles?
 - None for today
-

20190322 - DAILY SCRUM MEETING MINUTES

Date: March 22, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Completed ~~BOLO-75~~ - As a developer I want to be able to fix the Delete/Disable functionality on Agency Management on Admin dashboard, so the proper Tier can Delete/Disable an agency. **Done**
- What is planned to be done until the next scrum meeting?
 - Start ~~BOLO-74~~ - As a developer I want to be able to fix the Edit, Delete/Disable functionality on Category Management on Admin dashboard, so the proper Tier can create/modify that info. **Done**
- What are the hurdles?
 - None today.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - We had a meeting today with Jason and Frank to plan next week workflow.
 - We agree on upload to remote server an updated copy of software, so they can test.
 - Worked on ~~BOLO-91~~ - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
- What is planned to be done until the next scrum meeting?
 - Will prepare the copy to upload to remote server.

- Will keep working on ~~BOLO-91~~ - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
 - What are the hurdles?
 - None for today
-

20190325 - DAILY SCRUM MEETING MINUTES

Date: March 25, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Started working on ~~BOLO-74~~ - As a developer I want to be able to fix the Edit, Delete/Disable functionality on Category Management on Admin dashboard, so the proper Tier can create/modify that info. **Done**
 - Created new feature branch for ~~BOLO-74~~ - As a developer I want to be able to fix the Edit, Delete/Disable functionality on Category Management on Admin dashboard, so the proper Tier can create/modify that info. **Done**
 - Kept working on ~~BOLO-57~~ - As a root admin (Tier 4), I can perform the same functions as a Tier 1, Tier 2, or Tier 3 user, in addition to being able to add/remove agency accounts, add/remove Tier 3 users, add/remove Tier 4 users, and add/remove BOLO categories. **Done**
- What is planned to be done until the next scrum meeting?
 - Keep working on ~~BOLO-74~~ - As a developer I want to be able to fix the Edit, Delete/Disable functionality on Category Management on Admin dashboard, so the proper Tier can create/modify that info. **Done**
 - Keep working on ~~BOLO-57~~ - As a root admin (Tier 4), I can perform the same functions as a Tier 1, Tier 2, or Tier 3 user, in addition to being able to add/remove agency accounts, add/remove Tier 3 users, add/remove Tier 4 users, and add/remove BOLO categories. **Done**
- What are the hurdles?
 - None today.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Completed ~~BOLO-91~~ - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
 - Started working on subscribes by Category.
 - What is planned to be done until the next scrum meeting?
 - Will keep working on subscribe by Category.
 - What are the hurdles?
 - None for today
-

20190326 - DAILY SCRUM MEETING MINUTES

Date: March 26, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Kept working on **BOLO-74** - As a developer I want to be able to fix the Edit, Delete/Disable functionality on Category Management on Admin dashboard, so the proper Tier can create/modify that info. **IN PROGRESS**
 - Kept working on **BOLO-57** - As a root admin (Tier 4), I can perform the same functions as a Tier 1, Tier 2, or Tier 3 user, in addition to being able to add/remove agency accounts, add/remove Tier 3 users, add/remove Tier 4 users, and add/remove BOLO categories. **IN PROGRESS**
- What is planned to be done until the next scrum meeting?
 - Keep working on **BOLO-74** - As a developer I want to be able to fix the Edit, Delete/Disable functionality on Category Management on Admin dashboard, so the proper Tier can create/modify that info. **IN PROGRESS**
 - Keep working on **BOLO-57** - As a root admin (Tier 4), I can perform the same functions as a Tier 1, Tier 2, or Tier 3 user, in addition to being able to add/remove agency accounts, add/remove Tier 3 users, add/remove Tier 4 users, and add/remove BOLO categories. **IN PROGRESS**
- What are the hurdles?
 - When updating a category, the "last updated on" date does not update.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Was working on ~~BOLO-91~~ - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
 - Was working on Subscribe by Category.
 - Was working on My Account > Change password feature.
- What is planned to be done until the next scrum meeting?
 - Will keep working on ~~BOLO-91~~ - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
 - Will keep working on Subscribe by Category.
 - Will keep working on My Account > Change password feature.
- What are the hurdles?
 - None for today.

20190327 - DAILY SCRUM MEETING MINUTES

Date: March 27, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Completed the edit functionality of the Category Management.
 - Working on the delete and disable functionality of the Category Management.
 - Kept working on **BOLO-74** - As a developer I want to be able to fix the Edit, Delete/Disable functionality on Category Management on Admin dashboard, so the proper Tier can create/modify that info. **IN PROGRESS**
 - Kept working on **BOLO-57** - As a root admin (Tier 4), I can perform the same functions as a Tier 1, Tier 2, or Tier 3 user, in addition to being able to add/remove agency accounts, add/remove Tier 3 users, add/remove Tier 4 users, and add/remove BOLO categories. **IN PROGRESS**

- What is planned to be done until the next scrum meeting?
 - Complete the disable functionality of the Category Management.
 - Keep working on **BOLO-74** - As a developer I want to be able to fix the Edit, Delete/Disable functionality on Category Management on Admin dashboard, so the proper Tier can create/modify that info. **IN PROGRESS**
 - Keep working on **BOLO-57** - As a root admin (Tier 4), I can perform the same functions as a Tier 1, Tier 2, or Tier 3 user, in addition to being able to add/remove agency accounts, add/remove Tier 3 users, add/remove Tier 4 users, and add/remove BOLO categories. **IN PROGRESS**
- What are the hurdles?
 - Still trying to figure out how to automatically update the "last updated on" date of the category whenever it is edited.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Completed My Account > Change password feature.
 - Was working on **BOLO-91** - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
- What is planned to be done until the next scrum meeting?
 - Will keep working on **BOLO-91** - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
- What are the hurdles?
 - Is difficult to implement subscribers due to the relationship Agency > Category > BOLOs

20190328 - DAILY SCRUM MEETING MINUTES

Date: March 28, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Completed the delete functionality of the Category Management.
 - Working on the disable functionality of the Category Management.
 - Kept working on **BOLO-74** - As a developer I want to be able to fix the Edit, Delete/Disable functionality on Category Management on Admin dashboard, so the proper Tier can create/modify that info. **IN PROGRESS**
 - Kept working on **BOLO-57** - As a root admin (Tier 4), I can perform the same functions as a Tier 1, Tier 2, or Tier 3 user, in addition to being able to add/remove agency accounts, add/remove Tier 3 users, add/remove Tier 4 users, and add/remove BOLO categories. **IN PROGRESS**

- What is planned to be done until the next scrum meeting?
 - Complete the disable functionality of the Category Management.
 - Complete **BOLO-74** - As a developer I want to be able to fix the Edit, Delete/Disable functionality on Category Management on Admin dashboard, so the proper Tier can create/modify that info. **IN PROGRESS**
 - Complete **BOLO-57** - As a root admin (Tier 4), I can perform the same functions as a Tier 1, Tier 2, or Tier 3 user, in addition to being able to add/remove agency accounts, add/remove Tier 3 users, add/remove Tier 4 users, and add/remove BOLO categories. **IN PROGRESS**
- What are the hurdles?
 - None today.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Working on My Account > Change password form validation
 - Working on **BOLO-91** - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
 - Working on My Account > Subscribe by Categories
- What is planned to be done until the next scrum meeting?
 - Will continue working on My Account > Change password form validation
 - Will continue working on **BOLO-91** - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
 - Will keep working on My Account > Subscribe by Categories

- What are the hurdles?
 - Difficult to handle subscription with Agency > Category > BOLOs relationship
-

20190329 - DAILY SCRUM MEETING MINUTES

Date: March 29, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Completed ~~BOLO-74~~ - As a developer I want to be able to fix the Edit, Delete/Disable functionality on Category Management on Admin dashboard, so the proper Tier can create/modify that info. **Done**
 - Completed ~~BOLO-57~~ - As a root admin (Tier 4), I can perform the same functions as a

Tier 1, Tier 2, or Tier 3 user, in addition to being able to add/remove agency accounts, add/remove Tier 3 users, add/remove Tier 4 users, and add/remove BOLO categories. **Done**

- What is planned to be done until the next scrum meeting?
 - Complete documentation and videos for finished features.
 - Sprint 5 review
 - Sprint 5 retrospect
 - Sprint 6 planning
 - Merge finished features to dev branch
- What are the hurdles?
 - None today.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Completed My Account > Change password form validation.
 - Working on **BOLO-91** - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
 - Working on My Account > Subscribe by Categories
- What is planned to be done until the next scrum meeting?
 - Will continue working on **BOLO-91** - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
 - Will keep working on My Account > Subscribe by Categories

- Will check some functionalities in the app to start preparing a document for next team
- What are the hurdles?
 - Difficult to handle subscription with Agency > Category > BOLOs relationship

20190401- Sprint 5 - Retrospective

Date: April 1, 2019

Start time: 2:30 pm

End time: 3:00 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

What went wrong?

Main factor:

Subscription to agency and category: The subscription by agency and category are partially working, but not in the way they should. Because when a user subscribes by Agency, the application should subscribe all categories under that agency. Currently is subscribing by Categories, but when subscribing by Agency is not subscribing all Categories under that Agency.

- **Did we do a good job estimating our team's velocity?**

We did not do a good job estimating the team's velocity, since there were a few user stories that were not able to be completed by the end of the sprint.

- **Did we do a good job estimating the points (time required) for each user story?**

We did not do good job estimating the points for a few of the user stories (such as BOLO-91). They took a lot longer than estimated and because of that, we were not able to get to work on other stories.

- **Did each team member work as scheduled?**

Each team member worked as scheduled and tried to implement as much as possible, despite not having estimated correctly.

What went right?

Main factor:

Completion of big features such as tiers and admin privileges: The completion and implementation of these big features, such as tiers and admin privileges, allowed the flow of the application as a whole to be much smoother and easier to work with.

- Our goal for Sprint 5 was to finish implementing the admin functionalities such as agency and category management, as well as implementing a few account management functionalities, such as reset password. We successfully achieved this goal.

How to address the issues in the next sprint?

- **How to improve the process?**

Due to issues we faced in this sprint, we need better team communication and organization.

- **How to improve the product?**

Focus on testing the application as a whole, to catch any bugs or discrepancies that might have been missed during our unit testing.

20190401 - SPRINT 5 REVIEW

Date: April 1, 2019

Start time: 2:00 pm

End time: 2:30 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia
- Jason Cohen
- Frank Alvarado

After a show and tell presentation, the implementation of the following user stories was accepted by the product owners:

- **User Story** <BOLO-66: Fix Agency Counter> ~~BOLO-66~~ - As a developer I want to fix the Agency directory counter (fixed to 3), so I can see the proper agency counter. **Done**
- **User Story** <BOLO-57: Root (Tier 4) Permissions> ~~BOLO-57~~ - As a root admin (Tier 4), I can perform the same functions as a Tier 1, Tier 2, or Tier 3 user, in addition to being able to add/remove agency accounts, add/remove Tier 3 users, add/remove Tier 4 users, and add/remove BOLO categories. **Done**

- **User Story Sub-Task** <BOLO-74: Delete/Deactivate/Edit Category> **BOLO-74** - As a developer I want to be able to fix the Edit, Delete/Disable functionality on Category Management on Admin dashboard, so the proper Tier can create/modify that info. **Done**
- **User Story Sub-Taks** <BOLO-75: Delete/Deactivate Agency> **BOLO-75** - As a developer I want to be able to fix the Delete/Disable functionality on Agency Management on Admin dashboard, so the proper Tier can Delete/Disable an agency. **Done**

The following ones were rejected and moved back to the product backlog to be assigned to a future sprint at a future Spring Planning meeting.

- **User Story** <BOLO-91: Subscription by Agency> **BOLO-91** - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **In Progress**
- **User Story** <BOLO-26: Filter by Agency and Category> **BOLO-26** - As a user, I can filter BOLOs by agency and category. **To Do**
- **User Story** <BOLO-76: Filter by Functionality on Home Screen> **BOLO-76** - As a developer I want to be able to fix the Filter By functionality on Home screen, so the users can filter the BOLOs. **To Do**
- **User Story** <BOLO-78: Forget Password functionality on Login Screen> **BOLO-78** - As a developer I want to be able to implement the Forgot Password functionality on Login screen, so that users can reset password. **In Progress**

20190401 : SPRINT 6 - PLANNING MEETING MINUTES

Date: April 1, 2019

Start time: 3:00 pm

End time: 3:30 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

After discussion, the velocity of the team was estimated to be <56 hours>.

Our goal in Sprint 6 is to finish implementing any user stories that we were not able to finish last sprint, as well as tie up any loose ends to have a nice demo.

The product owner chose the following user stories to be done during the next sprint. They are ordered based on their priority:

- User Story <**BOLO-93**: User Deactivation> ~~BOLO-93~~ - As an admin, I should be able to deactivate users and reactivate them. **Done**

- User Story <**BOLO-94**: Fix pre-population of editing> **BOLO-94** - As a developer, I want to fix how information is pre-populated when editing a BOLO, user, or agency **In Progress**
- User Story <**BOLO-91**: Subscribing by Agency> **BOLO-91** - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
- User Story <**BOLO-78**: Forgot password on Login Screen> **BOLO-78** - As a developer I want to be able to implement the Forgot Password functionality on Login screen, so that users can reset password. **In Progress**

The team members indicated their willingness to work on the following user stories:

- **Yevanis Garcia**
 - Work on developing poster
 - Work on deploying on remote server
 - **BOLO-91** - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
 - **BOLO-78** - As a developer I want to be able to implement the Forgot Password functionality on Login screen, so that users can reset password. **In Progress**
- **Jacqueline Castro**
 - Work on developing poster.
 - **BOLO-93** - As an admin, I should be able to deactivate users and reactivate them. **Done**

- **BOLO-94** - As a developer, I want to fix how information is pre-populated when editing a BOLO, user, or agency **In Progress**
-

20190402 - DAILY SCRUM MEETING MINUTES

Date: April 2, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Sprint 5 Review
 - Sprint 5 Retrospect
 - Sprint 6 Planning
 - Worked on documentation and video for finished features.

- Started **BOLO-93** - As an admin, I should be able to deactivate users and reactivate them. **Done**
- What is planned to be done until the next scrum meeting?
 - Merge finished feature branch with dev branch
 - Remove finished feature branches from repo.
 - Finish documentation for finished features.
 - Keep working on **BOLO-93** - As an admin, I should be able to deactivate users and reactivate them. **Done**
- What are the hurdles?
 - JIRA was down, so I could not work on my documents or merging my feature branches with dev.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Worked on documentation and videos.
 - Deployed on remote server
 - Worked on **BOLO-91** - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
- What is planned to be done until the next scrum meeting?
 - Started working on poster
 - Will keep working on **BOLO-91** - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**

- Started working on **BOLO-78** - As a developer I want to be able to implement the Forgot Password functionality on Login screen, so that users can reset password. **In Progress**
 - What are the hurdles?
 - None for today
-

20190403 - DAILY SCRUM MEETING MINUTES

Date: April 3, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Finished documentation for finished features.
 - Merged finished feature branch with dev branch.
 - Worked on **BOLO-93** - As an admin, I should be able to deactivate users and reactivate them. **Done**
- What is planned to be done until the next scrum meeting?
 - Keep working on **BOLO-93** - As an admin, I should be able to deactivate users and reactivate them. **Done**
- What are the hurdles?

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Worked on poster.
 - Worked on **BOLO-91** - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
 - Worked on **BOLO-78** - As a developer I want to be able to implement the Forgot Password functionality on Login screen, so that users can reset password.
In Progress
- What is planned to be done until the next scrum meeting?
 - Will keep working on **BOLO-91** - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**

- Started working on **BOLO-78** - As a developer I want to be able to implement the Forgot Password functionality on Login screen, so that users can reset password. **IN PROGRESS**
 - What are the hurdles?
 - None for today
-

20190404 - DAILY SCRUM MEETING MINUTES

Date: April 4, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Worked on ~~BOLO-93~~ - As an admin, I should be able to deactivate users and reactivate them. **Done**
- What is planned to be done until the next scrum meeting?
 - Keep working on ~~BOLO-93~~ - As an admin, I should be able to deactivate users and reactivate them. **Done**
- What are the hurdles?
 - None for today

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Worked on poster.
 - Worked on ~~BOLO-91~~ - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
 - Worked on ~~BOLO-78~~ - As a developer I want to be able to implement the Forgot Password functionality on Login screen, so that users can reset password.
In Progress
- What is planned to be done until the next scrum meeting?
 - Will keep working on ~~BOLO-91~~ - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**

- Started working on **BOLO-78** - As a developer I want to be able to implement the Forgot Password functionality on Login screen, so that users can reset password. **IN PROGRESS**
 - What are the hurdles?
 - None for today
-

20190405 - DAILY SCRUM MEETING MINUTES

Date: April 5, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Worked on ~~BOLO-93~~ - As an admin, I should be able to deactivate users and reactivate them. **Done**
- What is planned to be done until the next scrum meeting?
 - Keep working on ~~BOLO-93~~ - As an admin, I should be able to deactivate users and reactivate them. **Done**
- What are the hurdles?
 - Fixing how the user information populates when editing user.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Worked on poster.
 - Worked on ~~BOLO-91~~ - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
 - Worked on ~~BOLO-78~~ - As a developer I want to be able to implement the Forgot Password functionality on Login screen, so that users can reset password.
In Progress
- What is planned to be done until the next scrum meeting?
 - Will keep working on ~~BOLO-91~~ - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**

- Started working on **BOLO-78** - As a developer I want to be able to implement the Forgot Password functionality on Login screen, so that users can reset password. **IN PROGRESS**
 - What are the hurdles?
 - None for today
-

20190408 - DAILY SCRUM MEETING MINUTES

Date: April 8, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Worked on poster for expo.
 - Completed **BOLO-93** - As an admin, I should be able to deactivate users and reactivate them. **Done**
- What is planned to be done until the next scrum meeting?
 - Begin working on **BOLO-94** - As a developer, I want to fix how information is pre-populated when editing a BOLO, user, or agency **IN PROGRESS**
- What are the hurdles?
 - Fixing how the user information populates when editing user.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Worked on poster.
 - Worked on **BOLO-91** - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
 - Worked on **BOLO-78** - As a developer I want to be able to implement the Forgot Password functionality on Login screen, so that users can reset password. **IN PROGRESS**
- What is planned to be done until the next scrum meeting?
 - Will keep working on poster
 - Will merge by branch with dev branch and deploy on remote server

- Will keep working on **BOLO-91** - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
 - Started working on **BOLO-78** - As a developer I want to be able to implement the Forgot Password functionality on Login screen, so that users can reset password. **IN PROGRESS**
 - What are the hurdles?
 - None for today
-

20190409 - DAILY SCRUM MEETING MINUTES

Date: April 9, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Worked on poster for expo.
 - Worked on **BOLO-94** - As a developer, I want to fix how information is pre-populated when editing a BOLO, user, or agency **IN PROGRESS**
- What is planned to be done until the next scrum meeting?
 - Keep working on **BOLO-94** - As a developer, I want to fix how information is pre-populated when editing a BOLO, user, or agency **IN PROGRESS**
- What are the hurdles?
 - None for today.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Worked on poster.
 - Worked on Final document
 - Worked on **BOLO-91** - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
 - Worked on **BOLO-78** - As a developer I want to be able to implement the Forgot Password functionality on Login screen, so that users can reset password. **IN PROGRESS**
- What is planned to be done until the next scrum meeting?
 - Will keep working on poster

- Will keep working on Final document
 - Will merge my branch with dev branch and deploy on remote server
 - Will keep working on **BOLO-91** - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
 - Started working on **BOLO-78** - As a developer I want to be able to implement the Forgot Password functionality on Login screen, so that users can reset password. **IN PROGRESS**
 - What are the hurdles?
 - None for today
-

20190410 - DAILY SCRUM MEETING MINUTES

Date: April 10, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Worked on **BOLO-94** - As a developer, I want to fix how information is pre-populated when editing a BOLO, user, or agency **IN PROGRESS**
- What is planned to be done until the next scrum meeting?
 - Keep working on **BOLO-94** - As a developer, I want to fix how information is pre-populated when editing a BOLO, user, or agency **IN PROGRESS**
- What are the hurdles?
 - The tier field in the user model, and the date and time fields in the bolo model have difficulties being populated in the user and bolo editing forms.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Worked on poster.
 - Worked on Final document
 - Worked on **BOLO-91** - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
 - Worked on **BOLO-78** - As a developer I want to be able to implement the Forgot Password functionality on Login screen, so that users can reset password. **IN PROGRESS**

- What is planned to be done until the next scrum meeting?
 - Will keep working on poster
 - Will keep working on Final document
 - Will keep working on ~~BOLO-91~~ - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
 - Started working on **BOLO-78** - As a developer I want to be able to implement the Forgot Password functionality on Login screen, so that users can reset password. **IN PROGRESS**
- What are the hurdles?
 - None for today

20190411 - DAILY SCRUM MEETING MINUTES

Date: April 11, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Worked on poster.
 - Worked on **BOLO-94** - As a developer, I want to fix how information is pre-populated when editing a BOLO, user, or agency **IN PROGRESS**
- What is planned to be done until the next scrum meeting?
 - Keep working on **BOLO-94** - As a developer, I want to fix how information is pre-populated when editing a BOLO, user, or agency **IN PROGRESS**
- What are the hurdles?

- The tier field in the user model, and the date and time fields in the bolo model have difficulties being populated in the user and bolo editing forms.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Worked on poster.
 - Worked on Final document
 - Worked on ~~BOLO-91~~ - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
 - Worked on ~~BOLO-78~~ - As a developer I want to be able to implement the Forgot Password functionality on Login screen, so that users can reset password. **IN**

PROGRESS

- What is planned to be done until the next scrum meeting?
 - Will keep working on poster
 - Will keep working on Final document
 - Will merge my branch with dev branch and deploy on remote server
 - Will keep working on ~~BOLO-91~~ - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
 - Started working on ~~BOLO-78~~ - As a developer I want to be able to implement the Forgot Password functionality on Login screen, so that users can reset password. **IN PROGRESS**
- What are the hurdles?
 - None for today

20190412 - DAILY SCRUM MEETING MINUTES

Date: April 12, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Met up with Frank and Jason to show what we have completed in this sprint and receive feedback.
 - Merged finished features with dev branch.
 - Worked on **BOLO-94** - As a developer, I want to fix how information is pre-populated when editing a BOLO, user, or agency **In progress**
- What is planned to be done until the next scrum meeting?
 - Sprint 6 Review

- Sprint 6 Retrospective
- Sprint 7 Planning
- Documentation and videos for finished features.
- Submit poster
- Work on final document
- Keep working on **BOLO-94** - As a developer, I want to fix how information is pre-populated when editing a BOLO, user, or agency **IN PROGRESS**
- What are the hurdles?
 - The tier field in the user model, and the date and time fields in the bolo model have difficulties being populated in the user and bolo editing forms.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Worked on poster.
 - Worked on Final document
 - Worked on **BOLO-91** - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
 - Worked on **BOLO-78** - As a developer I want to be able to implement the Forgot Password functionality on Login screen, so that users can reset password. **IN PROGRESS**
- What is planned to be done until the next scrum meeting?
 - Will keep working on poster

- Will keep working on Final document
- Will merge branch to dev branch
- Will deploy to remote server
- Will merge by branch with dev branch and deploy on remote server
- Will keep working on **BOLO-91** - As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**
- Started working on **BOLO-78** - As a developer I want to be able to implement the Forgot Password functionality on Login screen, so that users can reset password. **IN PROGRESS**
- What are the hurdles?
 - None for today

201904015- Sprint 6 - Retrospective

Date: April 15, 2019

Start time: 2:30 pm

End time: 3:00 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

What went wrong?

Main factor:

Miscalculation: With the senior expo approaching and having to work on the final posters and documents, we did not estimate correctly the time it would take to do everything.

There were also a few stories that we had not expected to be much more complicated to implement.

- **Did we do a good job estimating our team's velocity?**

We did not do a good job estimating the team's velocity, since there were a few user stories that were not able to be completed by the end of the sprint.

- **Did we do a good job estimating the points (time required) for each user story?**

We did not do good job estimating the points for a few of the user stories (such as **BOLO-94** and **BOLO-78**). They weren't as easy to implement as we had originally estimated.

- **Did each team member work as scheduled?**

Each team member worked as scheduled and did their part, despite not having been able to fully implement a few stories.

What went right?

Main factor:

Feature and System integration: A smooth integration of finished features into one working system allowed us to have the biggest features working on the application as a whole, as well as finish tying up loose ends.

- Our goal for Sprint 6 was to finish implementing any user stories that we were not able to finish last sprint, as well as tie up any loose ends. We successfully achieved this goal.

How to address the issues in the next sprint?

- **How to improve the process?**

Better time management when it comes to juggling many different projects at once.

- **How to improve the product?**

Keep doing system tests, to make sure the implemented features are working in the application as a whole, as well as catch any bugs or inconsistencies.

20190415 - SPRINT 6 REVIEW

Date: April 15, 2019

Start time: 2:00 pm

End time: 2:30 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia
- Jason Cohen
- Frank Alvarado

After a show and tell presentation, the implementation of the following user stories was accepted by the product owners:

- **User Story** <**BOLO-93: User Deactivation/Reactivation**> ~~BOLO-93~~ – As an admin, I should be able to deactivate users and reactivate them. **Done**
- **User Story** <**BOLO-91: Subscribe By Agency and Category**> ~~BOLO-91~~ – As a developer I want to implement the Bolo subscribers in My Account screen, so the users can subscribe to Agencies. **Done**

The following ones were rejected and moved back to the product backlog to be assigned to a future sprint at a future Spring Planning meeting.

- **User Story** <**BOLO-94**: Populating Data in Editing Forms> **BOLO-94** – As a developer, I want to fix how information is pre-populated when editing a BOLO, user, or agency. **In Progress**
- **User Story** <**BOLO-78**: Forgot password functionality> **BOLO-78** – As a developer I want to be able to implement the Forgot Password functionality on Login screen, so that users can reset password. **In Progress**

20190415 : SPRINT 7 - PLANNING MEETING MINUTES

Date: April 15, 2019

Start time: 3:00 pm

End time: 3:30 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia
- Jason Cohen
- Frank Alvarado

After discussion, the velocity of the team was estimated to be <56 hours>.

Our goal in Sprint 7 is to finish all final documentation and user manuals for the next team that comes after us, as well as make sure application is in good condition to be demoed and deployed.

The product owner chose the following user stories to be done during the next sprint. They are ordered based on their priority:

- Work on final document.
- Work on presentation.
- Prepare for senior expo.
- Make sure application is in good condition to be demoed and deployed.
- Finish feature documentation and videos.
- Finish user manuals, installation/maintenance video, shortcomings/wishlist video, introduction video, etc.
- Work on deploying on remote server

The team members indicated their willingness to work on the following user stories:

- **Yevanis Garcia**
 - Work on final document.
 - Work on presentation.
 - Prepare for senior expo.
 - Make sure application is in good condition to be demoed and deployed.
 - Finish feature documentation and videos.
 - Finish user manuals, installation/maintenance video, shortcomings/wishlist video, introduction video, etc.
 - Work on deploying on remote server
- **Jacqueline Castro**
 - Work on final document.
 - Work on presentation.

- Prepare for senior expo.
- Make sure application is in good condition to be demoed and deployed.
- Finish feature documentation and videos.
- Finish user manuals, installation/maintenance video, shortcomings/wishlist video, introduction video, etc.

20190416 - DAILY SCRUM MEETING MINUTES

Date: April 16, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Sprint 6 Review
 - Sprint 6 Retrospective

- Sprint 7 Planning
 - Documentation for finished features.
 - Submit poster
 - Work on final document
- What is planned to be done until the next scrum meeting?
 - Work on presentation.
 - Make sure application is in good condition to be demoed and deployed.
 - Finish feature videos.
- What are the hurdles?
 - None today.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Sprint 6 Review
 - Sprint 6 Retrospective
 - Sprint 7 Planning
 - Submitted poster
 - Worked on final document
 - Worked on final presentation
- What is planned to be done until the next scrum meeting?
 - Keep working on presentation
 - Keep working on Final document

- Test everything on application
- What are the hurdles?
 - None for today

20190417 - DAILY SCRUM MEETING MINUTES

Date: April 17, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Work on presentation.
 - Make sure application is in good condition to be demoed.
 - Prepared for senior showcase.

- What is planned to be done until the next scrum meeting?
 - Senior Showcase
 - Make sure application is good to be deployed.
- What are the hurdles?
 - None today.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Was preparing for ShowCase
 - Final doc for team was printed
 - Tested application for demo
- What is planned to be done until the next scrum meeting?
 - Will test application for demo
 - Work on Power Point presentation
- What are the hurdles?
 - None for today

20190419 - DAILY SCRUM MEETING MINUTES

Date: April 19, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Senior showcase
- What is planned to be done until the next scrum meeting?
 - Finish feature videos and introduction video.
 - Make sure application is good to be deployed.
- What are the hurdles?
 - None today.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Senior Showcase
- What is planned to be done until the next scrum meeting?
 - Finish installation video and deployment on remote server
- What are the hurdles?
 - None for today

20190422 - DAILY SCRUM MEETING MINUTES

Date: April 22, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Finished Introduction video.
 - Finished Peer Assessment and Team Assessment.
- What is planned to be done until the next scrum meeting?
 - Finish feature videos and actor tutorial videos.
 - Make sure application is good to be deployed.
- What are the hurdles?
 - None today.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Senior Showcase
 - Researched about deployment on remote server
- What is planned to be done until the next scrum meeting?
 - Finish installation video and deployment on remote server
- What are the hurdles?
 - None for today

20190423 - DAILY SCRUM MEETING MINUTES

Date: April 23, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Finished actor tutorial videos.
- What is planned to be done until the next scrum meeting?
 - Finish feature videos and shortcomings/wishlist video.
 - Make sure application is good to be deployed.
- What are the hurdles?
 - None today.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Finished Installation & Maintenance video
 - Finished README.md for repository
- What is planned to be done until the next scrum meeting?
 - Keep researching war deployment on remote server
 - Research about making current dev branch into a new repo master branch
- What are the hurdles?
 - None today

20190424 - DAILY SCRUM MEETING MINUTES

Date: April 24, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Finished feature videos and shortcomings/wishlist video.
 - Made sure application is good to be deployed
- What is planned to be done until the next scrum meeting?
 - Finish feature videos and shortcomings/wishlist video.
 - Start finalizing documents to be zipped into deliverable.
- What are the hurdles?
 - None today.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Project was posted
 - Researched about .war deployment
- What is planned to be done until the next scrum meeting?
 - Keep researching war deployment on remote server
 - Keep preparing documents for final deliverable
- What are the hurdles?
 - None today

20190425 - DAILY SCRUM MEETING MINUTES

Date: April 25, 2019

Start time: 6:00 pm

End time: 6:15 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

Jacqueline Castro:

- What was done since the last scrum meeting?
 - Worked on finalizing documents and folders to be zipped into deliverable.
- What is planned to be done until the next scrum meeting?
 - Clean up repo.
 - Sprint 7 review
 - Sprint 7 Retrospect
 - Start finalizing documents to be zipped into deliverable.
- What are the hurdles?
 - None today.

Yevanis Garcia:

- What was done since the last scrum meeting?
 - Project was posted
 - Researched about .war deployment
- What is planned to be done until the next scrum meeting?
 - Keep researching war deployment on remote server
 - Keep preparing documents for final deliverable
- What are the hurdles?
 - None today

201904026- Sprint 7 - Retrospective

Date: April 26, 2019

Start time: 11:30 pm

End time: 12:00 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia

What went wrong?

Main factor:

Miscalculation: There was a lot of documentation needed to complete for the next team that comes after us, and a lot more complex than we had anticipated.

- **Did we do a good job estimating our team's velocity?**

We did a good job estimating our team's velocity, since we were able to finish everything we needed to do right on time.

- **Did we do a good job estimating the points (time required) for each user story?**

We did a good job estimating the points for each item we needed to do for this sprint.

- **Did each team member work as scheduled?**

Each team member worked as scheduled and did their part.

What went right?

Main factor:

Feature and System integration: A smooth integration of finished features into one working system allowed us to have the biggest features working on the application as a whole, as well as finish tying up loose ends.

- Our goal for Sprint 6 was to finish all final documentation and user manuals for the next team that comes after us, as well as make sure the application is in good condition to be demoed and deployed. We successfully achieved this goal.

How to address the issues in the next sprint?

- **How to improve the process?**

Overall, and in hindsight, better time management would've improved the process a lot.

- **How to improve the product?**

Keep doing system tests, to make sure the implemented features are working in the application as a whole, as well as catch any bugs or inconsistencies. Review

20190426 - Sprint 7 - REVIEW

Date: April 26, 2019

Start time: 11:00 pm

End time: 11:30 pm

Attendees:

- Jacqueline Castro
- Yevanis Garcia
- Jason Cohen
- Frank Alvarado

After a show and tell presentation, the implementation of the following user stories were accepted by the product owners:

- Work on final document.
- Work on presentation.

- Prepare for senior expo.
- Make sure application is in good condition to be demoed and deployed.
- Finish feature documentation and videos.
- Finish user manuals, installation/maintenance video, shortcomings/wishlist video, introduction video, etc.
- Researched deployment with Maven for remote server.

The following ones were rejected and moved back to the product backlog to be assigned to a future sprint at a future Spring Planning meeting:

- Work on deploying on remote server