

20180916 - Daily Scrum Meeting Minutes

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Attendees: Adrian Rodriguez Carlos Vera Cristian Cepeda Julian Oscar Antonio Padilla

Start time: 6:00 pm

End time: 6:30 pm

Adrian Rodriguez :

- What was done since the last scrum meeting?
 - Recorded videos for deliverables
 - Attended PO meeting and gathered more information from them.
- What is planned to be done until the next scrum meeting?
 - Created confluence pages as per Aaron's specifications.
- What are the hurdles?
 - No hurdles so far.

Carlos Vera :

- What was done since the last scrum meeting?
 - Email Margaret about next meetings
- What is planned to be done until the next scrum meeting?
 - Go over Laserfiche workflow documentation for user story mapping with team
- What are the hurdles?
 - We need more communication with MDC departments to generalize the Agenda Item WF process

Cristian Cepeda :

- What was done since the last scrum meeting?
 - Email Margaret
 - Meet with Margaret and Arlene
- What is planned to be done until the next scrum meeting?
 - Do sprint Planning
 - Do planning poker to assign story points
 - Meet with team and finish feasibility video. @ 10:00PM
- What are the hurdles?
 - No hurdles.

@Julian Popiloff:

- What was done since the last scrum meeting?
 - Finished recording feasibility video with team
 - Attended PO meeting on Friday which was crucial in simplifying the workflow we would like to use.
- What is planned to be done until the next scrum meeting?
 - Participated in story point allocations with team as well as arranged sprint 2 planning.
 - Review and arrange confluence material ready for delivery.
- What are the hurdles?
 - None

@Oscar Padilla:

- What was done since the last scrum meeting?
 - Prepared deliverables with team
 - Retrospective Meeting
 - Attended Friday PO meeting and received needed flowcharts and information
- What is planned to be done until the next scrum meeting?
 - Input Work Hours into Confluence calendar & create personal space
 - Finalize deliverables with team and share on Confluence

- Sprint Planning and story point allocation for Sprint 2
- What are the hurdles?
 - None