**GE03 Scrum Coach Documentation**

**Title:** GE03 due 02/29

**Team Name:** codeTeam6

**Scrum Coach:** Craig Lillemon

**Tech Lead:** Tandon Jenkins

**Team Members:** Cole Hadje, Ryan Fuller

**Scrum Sync Stand Up Meeting:** Wednesday 11:00am-12:00pm

**Asynchronous Team Check-in Schedule**: Monday (time TBD), Wednesday (as needed).

**Agenda:** Administrative notes, GE03 project board creation and task assignment, issues and resolution, after-action report (AAR). Difficulty parts, warning of people behind or ahead.

**Other Notes:** We will record the meeting using Panopto. We will need to upload the recording.

* Deb’s notes on recording: You will record your meeting but only the part where you are going through the agenda.
  + Should be at most 20 minutes. Use panopto to record or upload video to panopto in the course canvas shell. You will share the link to the video.