

CS 346: Daily Standup

Team #: _____

Date: _____

Questions

Enter comments below. If a team member is absent, fill in their name, and put a line through the answer section.

Name	What have you completed since last meeting?	What are you going to complete today?	What obstacles are in your way?

Outstanding

Do we need help with anything?

Decisions

Is there anything else we should capture from this meeting?