**CMIS 4920 - Task Completion Report**

*[Submitted to D2L at the end of each Sprint]*

**Sprint #:** 2

**Sprint start date:** 1/27/25 **finish date:** 2/9/25

**Team name:** The Regulars

**Team members:** Evan Reinheimer, Andrew Evans, Jenna Guffy

**Sprint Planning Meeting/Discussion Date and Modality:** Online

**Sprint Planning Meeting/Discussion members present: :** All Members Present

1. **Sprint Report**

**User Stories/Tasks Planned vs. Completed**:

* + **Planned Tasks**: List all user stories and tasks that were planned for the sprint.
  + **Completed Tasks**: Indicate which tasks were completed.
  + **Incomplete Tasks**: Provide reasons for any tasks that were not completed.

1. As the Assistant Director, I want the ability to access a report of students who have not completed VA certification for the current or upcoming semester so that I can ensure all eligible students are accessing their aid. **COMPLETED**
   * Have a script able to store and retrieve student information
   * All Members
2. As a School Certifying Official, I want the ability to schedule automated emails regarding benefit certification so that I can efficiently communicate important deadlines and reduce time spent on student outreach. **COMPLETED**
   * Have a script able to store and retrieve email templates
   * All Members
3. As the Assistant Director, I want to identify students with expiring VA benefits so that I can proactively inform them about alternative aid options and prevent gaps in their financial support. **COMPLETED**
   * Have a script able to retrieve students’ information, including certification
   * All Members
4. **Weekly Progress Updates**
5. **Compiled Updates Showing Team Member Contributions**:
   * Collect and compile weekly progress updates from each team member.
   * Include details on what each team member worked on, their progress, and any issues they encountered.

## Weekly Progress Updates

### Week 1

- EVAN REINHEIMER:

- Completed Initial Planning Document

- Completed Data Entry Code.

### Week 2

- JENNA GUFFY:

- Completed Data Retrieval Code

- EVAN REINHEIMER:

- Completed Deliverable Documents

- ANDREW EVANS:

- Completed Remaining Miscellaneous SQL Scripts