Appendix 1: SCRUM Meeting Agendas and Minutes

SCRUM Meeting 1 for Panda Express Web Utility
Prepared by: Kade Lieder
Meeting Date: 27 Oct 2024

Meeting Attendees

1. Allen Yu
2. Zachary Williams
3. Joshua Park
4. Campbell Scott
5. Kade Lieder

Meeting Agenda Items

- Wireframe diagrams
- Completing planning document
- Getting started on coding

Status Update Since Last Meeting

Accomplishments:
- Default project generated
- Homepage navigation setup

Tasks Completed:

Task Description	Assigned to	Completed? (yes/no)
Homepage navigation	Lieder	Yes

Before The Next Meeting

Plans:
- Finish design document
- Clone repository and setup Node.js + React
- Begin coding

Task Assignments:

Task Description	Assigned to
Create rudimentary viewable menu	Scott
Create basic, non-functional customer interface	Scott
Create home manager page	Williams
Create manager subpages	Park
Explore options for connecting to database from webapp	Yu
Create list of current items in order	Lieder

Minutes from Previous Meeting

N/A