# Daily Scrum Facilitator Guide

The daily scrum is a short 15-minute meeting held every weekday at 10:00 AM. It helps the team stay aligned and identify any blockers.

Each team member answers the following:

1. What did I do yesterday?

2. What will I do today?

3. Is anything blocking my progress?

Facilitator: Nahid (ScrumMaster)

Platform: Microsoft Teams

All blockers are tracked using GitHub issues or comments. The ScrumMaster ensures meetings stay focused and on time.