

MEETING MINUTES

DATE:	Thursday, June 24, 2020.
LOCATION:	Group # 4 Channel in Teams
TITLE:	Teacher Guide 1

ATTENDANCE

NAME	ROLE
Carlos Joseph Mera Gomez	Project/Subject Tutor
Luis Eduardo Ortiz Holguín	Developer
Guillermo Enrique Bernal Moreira	Scrum Master
Hugo Bryan Wong Pavon	Developer
Karen Monserrat Bermudez Moreria	Product Owner
Oswaldo Josmany Aguilar Mora	Developer

MEETING POINTS:

- General overview of the state of project.
- Scrum methodology in the project.
- Revision of the user histories in Asana Platform.

OBSERVATIONS/DECISIONS:

- Carlos Mera(Project Tutor) comment indicated the following points:
 - Document the meetings in Asana and also create minutes.
 - Control the time of the meetings.
 - Assign estimated development time to User / Task stories.
- Guillermo Bernal(Scrum Master) schedules scrum poker meeting for Friday, June 26, 2020 at 8:00 am.
- Guillermo Bernal(Scrum Master) assigns the scum poker platform research and the initialization of the environment to Oswaldo Aguilar(Developer)

Guillermo Bernal M.
Scrum Master

Karen Bermudez M.
Product Owner

Luis Ortiz H.
Developer

Hugo Wong P.
Developer

Oswaldo Aguilar M.
Developer

Carlos Mera G.
Developer