**MEETING MINUTES**

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| **DATE:** | Thursday, June 24, 2020. |
| **LOCATION:** | Group # 4 Channel in Teams |
| **TITTLE:** | 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)

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Guillermo Bernal M. Karen Bermudez M.  
 **Scrum Master Product Owner**

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Luis Ortiz H. Hugo Wong P.  
 **Developer Developer**

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Oswaldo Aguilar M. Carlos Mera G.  
 **Developer Developer**