**Daily Stand Up Meeting Minutes**

Attendees: **Oscar Molina, Isaac Lomax, Jose Rodriguez, Denzel Merrell, Jeffrey Quispe, Lucas Stumpf, Adrian Bustos, Denae Miller, Christopher Perez, Evers Perez, Gino Surace, Gentman Tan**

Start time: 6:00 P.M.

End time: 7:00 P.M.

**Isaac Lomax - Capstone 2**

● How many hours did you work since the last meeting?

**○ 2**

● What was done since the last scrum meeting?

**○ Communicated with the other product owner about needing the source file and viewed the excel sheet provided**

● What is planned to be done for the next scrum meeting?

**○ Waiting on the source files**

● What are the hurdles?

**○ N/A**

**Oscar Molina - Capstone 2**

● How many hours did you work since the last meeting?

**○ 2**

● What was done since the last scrum meeting?

**○ Received some documentation on the project and analyzed it.**

● What is planned to be done for the next scrum meeting?

**○ We still need to receive the source code.**

● What are the hurdles?

**○ N/A.**

**Jose Rodriguez - Capstone 2**

● How many hours did you work since the last meeting?

**○ 2**

● What was done since the last scrum meeting?

**○ Continued looking through project documentation to get a better understanding of the project.**

● What is planned to be done for the next scrum meeting?

○ **Still waiting on project source files and AWS credentials.**

● What are the hurdles?

○ **N/A**

**Denzel Merrell - Senior Project**

● How many hours did you work since the last meeting?

**○ 2**

● What was done since the last scrum meeting?

**○ Reviewed project requirements and divided them into user stories**

● What is planned to be done for the next scrum meeting?

**○ Receive source files from product owner in order to determine approach and difficulty of the user stories**

● What are the hurdles?

○ N/A

**Jeffrey Quispe - Capstone 2**

● How many hours did you work since the last meeting?

**○ 2**

● What was done since the last scrum meeting?

**○ looked over the project requirements and researched ocr**

● What is planned to be done for the next scrum meeting?

**○ keep looking into ocr implementation**

● What are the hurdles?

○ none

**Lucas Stumpf - Capstone 2**

● How many hours did you work since the last meeting?

**○ 2**

● What was done since the last scrum meeting?

**○ Reviewed Website from PO**

● What is planned to be done for the next scrum meeting?

**○ Awaiting Source Code**

● What are the hurdles?

**○ N/A**

**Adrian Bustos - Capstone 1**

● How many hours did you work since the last meeting?

**○ 1 hour**

● What was done since the last scrum meeting?

**○ Project analysis.**

● What is planned to be done for the next scrum meeting?

**○ Awaiting source code to be delivered by Project Manager in order to review it. We’ll discuss project requirements and pre-existing database in further detail once PM delivers (to know what we’re working with).**

● What are the hurdles?

○ **N/A**

**Denae Miller - Capstone 1**

● How many hours did you work since the last meeting?

**○ 1**

● What was done since the last scrum meeting?

**○ Discussed in detail about any requirements the project owner wanted done for the project.**

● What is planned to be done for the next scrum meeting?

**○ Retrieving the source code.**

● What are the hurdles?

○ **N/A**

**Evers Perez - Capstone 1**

● How many hours did you work since the last meeting?

**○ 2**

● What was done since the last scrum meeting?

**○ analyzed the requirements provided by the owner**

● What is planned to be done for the next scrum meeting?

**○ Still awaiting the source file. About to complete a week of pending documentation**

● What are the hurdles?

○

**Christopher Perez- Capstone 1**

● How many hours did you work since the last meeting?

**○ 1**

● What was done since the last scrum meeting?

**○ Reviewed the specifications from the product owner and reviewed and contemplated the user stories**

● What is planned to be done for the next scrum meeting?

**○ Reviewing of the source code**

● What are the hurdles?

○ **None.**

**Gino Surace - Capstone 1**

● How many hours did you work since the last meeting?

**○ 1**

● What was done since the last scrum meeting?

**○ Continued to analyze documents received from product owner**

● What is planned to be done for the next scrum meeting?

**○ Still awaiting source file**

● What are the hurdles?

○

**Gentman Tan - Capstone 1**

● How many hours did you work since the last meeting?

**○ 1**

● What was done since the last scrum meeting?

**○ Analysis of documents from product owner**

● What is planned to be done for the next scrum meeting?

**○ Still waiting on the source code for existing program in order to design interfaces**

● What are the hurdles?

**○ N/A**