**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?

**○ 3**

● What was done since the last scrum meeting?

**○ Made an automation that schedule the zoom meetings and posts the link to the meeting.**

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

**○ Still 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?

**○ Fully looked through project documentation to better understand business requirements.**

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

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

● What are the hurdles?

○ **Still waiting for source code.**

**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 planned potential solutions/implementations**

● 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?

**○ continued researching ocr implementation**

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

**○ keep researching**

● 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?

**○ continued to Review 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 with fellow members. Ran through requirements, again, and discussed possible rescheduling of meeting-time.**

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

**○ Awaiting source code to be delivered by the Project Manager in order to review it.**

● What are the hurdles?

○ **N/A**

**Denae Miller - Capstone 1**

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

**○ 2**

● What was done since the last scrum meeting?

**○ Further discussed in detail about any requirements the project owner wanted found via the powerpoint provided.**

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

**○ Analyzing 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?

**○ Further analyzed the requirements and set up automated meeting for later days**

● 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?

**○ Planned potential implementations to requested features**

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

**○ Review source files when received**

● 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**