**SCRUM REPORT and MEETING AGENDA**

Report #: 4 Project Name: Food Ninja

Date: 10/27/2020 Prepared by: Yile Chen Kyle Hsu Zichen Li Sixing Zheng

**Attendies for the meeting**

1. Yile Chen
2. Kyle Hsu
3. Zichen Li
4. Sixing Zheng

**Agenda for the meeting**

1. The project manager talks about the goal for this sprint and
2. Go over all the work we have done since the last meeting
3. Everyone shares about what he/she did since the last meeting
4. Everyone Assign tasks to the team members

**Overall accomplishments since the last meeting**

1. Watched the Flask tutorial and learned how to create a flask app
2. Wrote a retrospective report
3. Finished all the documentation for sprint 1 submission
4. Edited LiveMache for the sprint 1 submission

**Tasks completed by each team member since the last meeting**

|  |  |  |
| --- | --- | --- |
| Task description | Assigned to | Completed? |
| LiveMache Submission | Sixing | Yes |
| Retrospective Report | Kyle | Yes |
| Scrum Meeting agenda and report | Zichen | Yes |
| Update the backlog and burn down chart | Yile | Yes |
| Learn how to use Flask | All | Yes |

**Plans for the next period**

1. Start the implementation
2. Get the input (name of the food) from the homepage using Flask

**Task assignment per team member (to be completed before the next meeting)**

|  |  |
| --- | --- |
| Task description | Assigned to |
| Scrum meeting Report for this meeting | Zichen |
| Learn how to get the input from the form on using Flask | All |
|  |  |

**Project management status**

1. Compare to our ideal schedule, we are on track
2. We are done with sprint 1, and we are on sprint 2 right now

**Minutes from the previous meeting**

Please be thorough, a bullet list of 2-3 single-liners is not sufficient

Overview:

* We submitted Livemache for sprint 1
* We finished all the required documents for sprint 1 submission last Sunday
* Now, we are on our sprint 2

What did you do?

* Sixing: Edited the LiveMache, helped with the scrum meeting report, read through the description for the submission, submitted the LiveMache, looked up the tutorial for Flask, installed Flask, and created the virtual environment, followed the tutorial, and tried to make a basic Flask application.
* Kyle: Finished up the sprint 1 retrospective report, helped on editing the LIveMache, read through all the documents, checked the content for each of the documents in sprint 1, and installed Flask. However, did not have enough time to look at sprint 2. Time was one of the blocker.
* Zichen: Wrote a scrum meeting report and agenda for the previous meeting, read through the description for the spring 1 submission, make sure all the required documents are included, watched the tutorial for Flask,
* Yile: Updated the backlogs and burn down charts, edited the LiveMache, helped with the scrum meeting report, edited the homepage,

What are you going to do today?

* Sixing: Learn how to use Flask, make a sample Flask application, and try to implement the API using Flask
* Kyle: Learn how to use Flask, and try to integrate Flask with the API
* Zichen: Write a report and agenda for this scrum meeting, and learn how to get the value from the form using Flask
* Yile: Set up the environment for Flask, learn how to make a simple Flask application, and test with the API

Summary

* Our goal for today is to look at the Flask tutorial together and make a simple Flask application