**Meeting:** Daily Scrum 4  
**Time:** 13.11.2013 12:30 – 12:45  
**Place:** HAAGA-HELIA room 4014

**Attendees:** Alex Shkunov Dev team (12:30 – 12:45)  
Daniel Freitas Dev team (12:30 – 12:45)  
Antti Marsio Dev team (12:30 – 12:45)  
Topi Asikainen Dev team (12:30 – 12:45)  
Ksenia Aksenova Dev team (12:30 – 12:45)

**Purpose for the meeting:**   
The Daily Scrums are held in the morning as they help set the context for the starting day's work.   
The impediment backlog is maintained by the Scrum Master.  
Time box for the meeting is max 15 minute, roughly max 2 minutes per member.

1. **Purpose for the meeting (1 minute)**

A development Team Member or Scrum Master explains shortly the purpose for the meeting.

1. **Sprint burn down chart (1 minute)**

A development Team Member or Scrum Master informed about the Sprint burn down chart.

1. **The whole Team**

What have done since yesterday: Mockups of the pages to have a solid idea of how application should look like, sitemap, User and Customer basic functionality

Completed tasks: Basic functionality for most of the pages, Design and Architecture

What will do today: Back-end development, Software design

New tasks to do: Generic survey functionality, Question page advanced functionality

Possible impediments: Irresponsible team members.

1. **Ending the meeting**

The meeting ended at 12:45