

## Appendix 1: SCRUM Meeting Agendas and Minutes

---

SCRUM Meeting 1 week 4 for baszl

Prepared by: Zachary Fournier

Meeting Date: 11/22/2021

### Meeting Attendees

1. Zachary Fournier
2. Benson Nguyen
3. Luke Loera
4. Spencer Cho
5. Asim Maredia

### Meeting Agenda Items

- Status update on work from previous scrum meeting
- Discuss new tasks for the week

### Status Update Since Last Meeting

Accomplishments:

- Most of the web application is updated with the proper web pages, just need to be polished
- Finished out the tasks for sprint 2, we are on track for completion

Tasks Completed:

| Task Description      | Assigned to | Completed? (yes/no) |
|-----------------------|-------------|---------------------|
| Sprint Materials      | Zachary     | YES                 |
| SCRUM document        | Zachary     | YES                 |
| Login Screen          | Spencer     | YES                 |
| Post Screen           | Benson      | YES                 |
| Template for backend  | Luke        | YES                 |
| Facebook Oauth        | Asim        | YES                 |
| Retrospective meeting | Everyone    | YES                 |

## Before The Next Meeting

Plans:

- Have the api (social feeds) running on the web application
- After above is verified, work towards ironing out bugs/ polish the implementation

Task Assignments:

| Task Description                                  | Assigned to    |
|---------------------------------------------------|----------------|
| Facebook API fully integrated in web application  | Asim/Spencer   |
| Twitter API fully integrated in web application   | Benson/Luke    |
| Instagram API fully integrated in web application | Spencer/Benson |
| SCRUM Documentation                               | Zachary        |

## Minutes from Previous Meeting

Last meeting we focused on getting our web pages up and running on the server to be displayed on our web application. Spencer showed us the working login page running locally and said he would push it on github to show on the website. Benson was showing a work in progress of the posting page and that he would continue on and have the post page completed by the next meeting. Luke was going to continue to work on the template for the backend, but also completed the backend requirements for the login, username credentials. Asim gave us a status report on the Facebook OAuth and that he will have it working by the end of the day. Zach would hold the SCRUM meetings/work on the SCRUM documentation and most of the sprint 2 materials, as well help where needed for the code. With these updates, the team went on to work on their designated tasks.