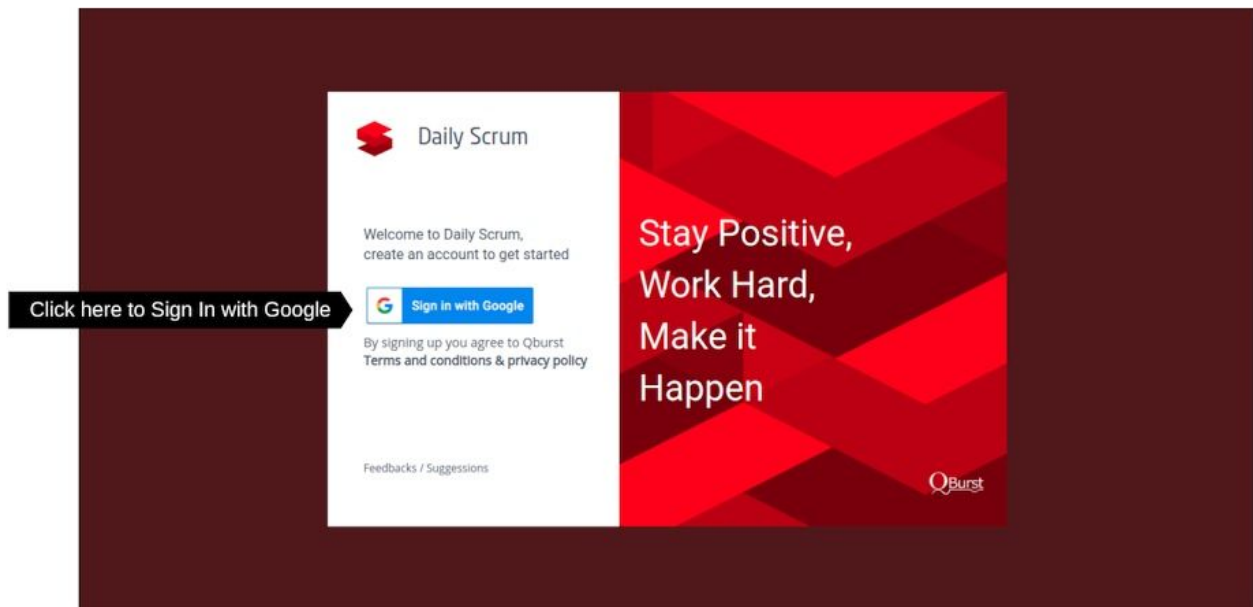# Daily Scrum

Introduction:

The Daily Scrum is a tool for managing, evaluating and documenting everyday progress of the software development. It can help you effectively keep track of projects within your group.
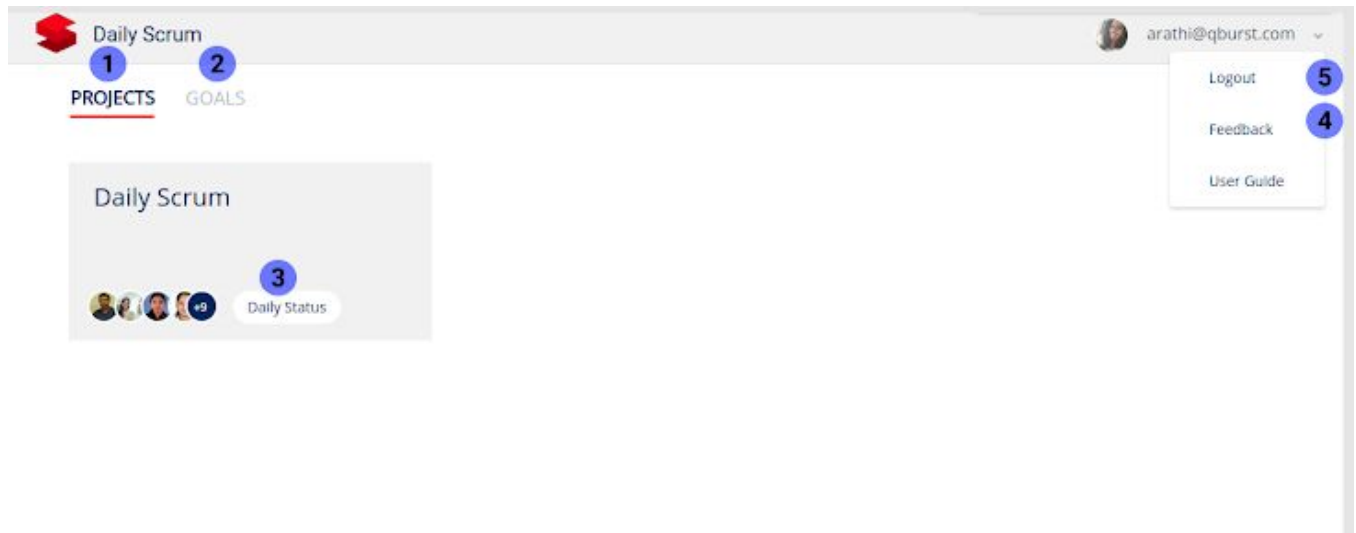
Login Page:

A simple Login Page that allows you to sign in using your Google accounts.
You will be considered a 'Registered User' the first time you log in.

Once you have logged in, you will be directed to the Dashboard page.
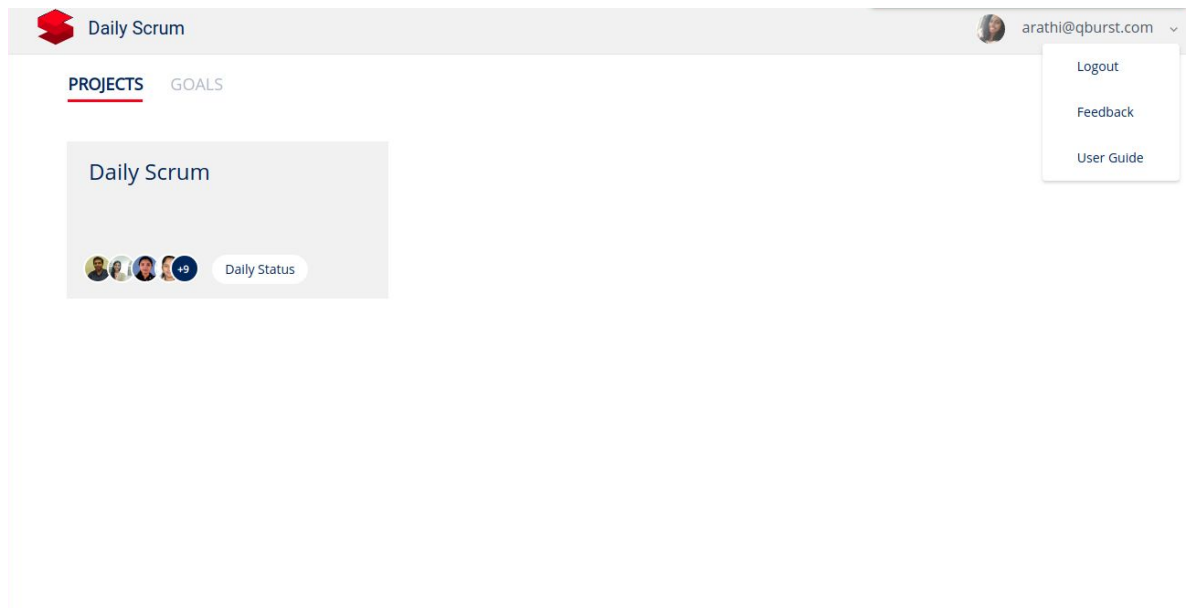
Dashboard page:

The dashboard page shows all the projects that the admin is a part of.
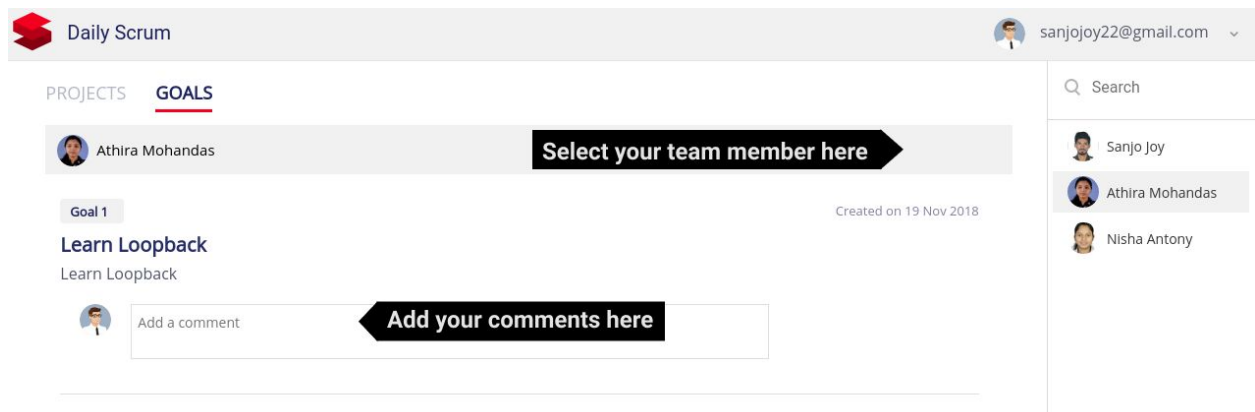It gives the project name and the members that work in the project.

1. [Navigate to Project page:](#)
2. [Navigate to Goals Page.](#)
3. [How to Add/Edit/View your tasks.](#)
4. [How to give Feedback.](#)
5. Log out.

Navigate to Project page:

Navigate to Goals page:

How to Add/Edit/View your tasks:

Step 1: From the list of projects you are part of, click on the 'Daily Status' button attached to the project you want to add the tasks in. You will find yourself in the View All Tasks Page.

Step 2: Select the date on which you want to add/edit/view the tasks by using the date navigation.

Step 3: Add your tasks for any date by clicking on 'Add new task here'. Add the hours spent on that task and also the blockers in the task. Edit the task by clicking on the point where the change is to be made.

Step 4: Click 'Save' button to save the task and 'Cancel' button to cancel the task.

How to give feedback:

Step 1: Click on the "Feedback" button from the dropdown on the top-right side of the Dashboard page.

Step 2: The above pop-up will allow you to enter the feedback you wish to give.

Step 3: Click on the "Cancel" button to cancel the feedback or the "Submit" button to submit the feedback.