

## PQVP Daily Scrum 2/19

Monday, February 19, 2019

### **Sprint 2 Daily Scrum 2**

**\*HOLIDAY\***

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## PQVP Daily Scrum 2/20

Tuesday, February 20, 2018

### **Sprint 2 Daily Scrum 2**

**Attended: Ankur, Lynda, Ameet, Dmytro, David, Ned, Meredith, Nishant, Ean**

#### **Establishing the tools and technologies**

Ankur established the Github and Heroku app along with our basecamp.

Ankur established the base code structure.

Ankur provided the tech stack that will be used to develop our prototype.

#### **Establishing the Team - TeamVIP**

TeamVIP discussed the PQVP History, purpose, and prototype project

TeamVIP introduced themselves and their roles on the project

#### **Approach**

Ankur described the approach for the team including number of sprints, daily scrum meetings, expectations and stakeholders.

The team discussed the tools and technology stack in use and confirmed everyone had access to the GitHub, Heroku App, and Basecamp.

#### **Product backlog**

The Team discussed the high level requirements from the RFI and use of basecamp.

Ameet will lead the business analysis effort to breakdown the requirements for Sprint 1.

#### **Usability and User Experience**

The team discussed high level branding and concept for the KMT prototype

We documented initial feedback from our Design/UX stakeholders

UPDATE US DIGITAL SERVICES PLAYBOOK PLAYS AS WE MEET THEM!!

#### **Takeaways**

Ameet – further decompose requirements on Basecamp.

Start decomposing into what features are core and what are enhancements

Dmytro work on UX feedback - specifically color scheme, headers, footers, and orientation.

#### **Roadblocks:**

None

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## PQVP Daily Scrum 2/21

Wednesday, February 21, 2018

### **Sprint 2 Daily Scrum 3**

**Attended: Ankur, Eric, Lynda, Dmytro, David, Ned, Ean**

**Accomplishments:**

Dmytro:

Dmytro made some changes to the Heroku environment

Changed headers, footers, colors to get the look and feel we are after

Ankur:

Ankur developed a base data model

Articles, related documents, basic workflow to submit articles and mark as draft, admins to mark as published and push to specific group

Create a workflow, have different users with different permissions, be able to trigger email notifications

Ameet:

Ameet worked on decomposing the high level requirements from the RFI into basecamp

Lynda:

Lynda is getting her access set up to be able to support the development effort, she met with Ankur today and will meet with Ankur tomorrow to confirm access

Eric:

Eric met with the response team to develop the response template, outline, and checklist

Eric is working on the interview script to gather feedback for the KMT

**DECISION FOR MINUTES: \*Going forward, utilize BaseCamp for accomplishments\***

**Roadblocks:**

None

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## PQVP Daily Scrum 2/22

Thursday, February 22, 2018

### **Sprint 2 Daily Scrum 4**

**\*SPRINT 2 RETROSPECTIVE MEETING – SEE NOTES FROM ERIC\***

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## PQVP Daily Scrum 2/22

Friday, February 23, 2018

### **Sprint 2 Daily Scrum 5**

**Attended: Ankur, Eric, Lynda, Dmytro, David, Ned, Ameet, Meredith**

**The team reviewed what was accomplished and what is going to be done today**

**Update Accomplishments/Questions in BaseCamp**

**Roadblocks:**

Lynda access issues for code review – no other roadblocks

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## PQVP Daily Scrum 2/26

Monday, February 26, 2018

### **Sprint 3 Daily Scrum 1**

**Attended:** Eric, Lynda, Dmytro, David, Ned, Ameet, Meredith

**The team reviewed what was accomplished and what is going to be done today**

**Update Accomplishments/Questions in BaseCamp**

**The team discussed UX feedback**

#### **Roadblocks:**

Issue with accessing prototype on Friday noted, Ankur addressed

Lynda access mostly done – no other roadblocks

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## PQVP Daily Scrum 2/27

Tuesday, February 27, 2018

### **Sprint 3 Daily Scrum 2**

**Attended:** Ankur, Eric, Lynda, Dmytro, David, Ned, Ameet, Meredith

**The team reviewed what was accomplished and what is going to be done today**

**Update Accomplishments/Questions in BaseCamp**

#### **Roadblocks:**

Lynda access resolved – no other roadblocks

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## PQVP Daily Scrum 2/28

Wednesday, February 28, 2018

### **Sprint 3 Daily Scrum 3**

**Attended:** Ankur, Eric, Lynda, Dmytro, David, Ameet, Nishant

**The team reviewed what was accomplished and what is going to be done today**

**Update Accomplishments/Questions in BaseCamp**

#### **Roadblocks:**

N/A

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## PQVP Daily Scrum 3/1

Thursday, March 01, 2018

### **Sprint 3 Daily Scrum 4**

**Attended: Ankur, Eric, Lynda, Dmytro, David, Ameet, Nishant**

**The team reviewed what was accomplished and what is going to be done today  
Update Accomplishments/Questions in BaseCamp**

**Roadblocks:**  
N/A

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## PQVP Daily Scrum 3/1

Friday, March 02, 2018

**Sprint 3 Daily Scrum 5**

**\*SPRINT 3 RETROSPECTIVE MEETING – SEE NOTES FROM ERIC\***

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## PQVP Daily Scrum 3/5

Monday, March 05, 2018

**Sprint 4 Daily Scrum 1**

**The team reviewed what was accomplished and what is going to be done today  
Update Accomplishments/Questions in BaseCamp  
The Team discussed UX feedback and the list of enhancements that were prioritized for the final scheduled sprint**

**Roadblocks:**  
N/A

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## PQVP Daily Scrum 3/6

Tuesday, March 06, 2018

**Sprint 4 Daily Scrum 2**

**The team reviewed what was accomplished and what is going to be done today  
Update Accomplishments/Questions in BaseCamp**

**Roadblocks:**  
N/A

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## PQVP Daily Scrum 3/7

Wednesday, March 07, 2018

**Sprint 4 Daily Scrum 3**

**The team reviewed what was accomplished and what is going to be done today  
Update Accomplishments/Questions in BaseCamp**

**Roadblocks:**

N/A

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## PQVP Daily Scrum 3/8

Thursday, March 08, 2018

### **Sprint 4 Daily Scrum 4**

The team reviewed what was accomplished and what is going to be done today

Update Accomplishments/Questions in BaseCamp

**Roadblocks:**

N/A

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## PQVP Daily Scrum 3/9

Friday, March 09, 2018

### **Sprint 4 Daily Scrum 5**

**\*SPRINT 4 RETROSPECTIVE MEETING – SEE NOTES FROM ERIC\***

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