Appendix 1: SCRUM Meeting Agendas and Minutes

SCRUM Meeting Agendas and Minutes

SCRUM Planning Meeting for Project 3 Sprint 1

Prepared by: Jose Ortiz

Meeting Date: 3/22/2024

## Meeting Attendees

1. Marvin Fung
2. Alex Beamer
3. Kyle Palermo
4. Sandeep Mishra
5. Nathan Tran

## Meeting Agenda Items

* Complete Interface Sketches
* Complete Planning Document
* Discuss tasks for product backlog
* Discuss which tasks we will complete in sprint 1
* Assign tasks to teammates for sprint 1

## Before The Next Meeting

Plans:

* Start converting all our backend java files to JavaScript
* Have formed basic layout for each of our interfaces
* Decided on Color Scheme/design for our webpage

Task Assignments:

|  |  |
| --- | --- |
| **Task Description** | **Assigned to** |
| Convert Models to JS | Alex Beamer |
| Convert Database java file to Javascript | Alex Beamer |
| Create Cashier template page | Kyle Palermo |
| Convert functions of GlobalConfig java file to Javascript | Alex Beamer |
| Create Manager template page | Nathan Tran |
| Implement our visual theme based on our design | Kyle Palermo |
| Convert query functions of orders java file to Javascript | Alex Beamer |
| Create Menu board template | Sandeep Mishra |
| Convert query functions of menureport java file to Javascript | Sandeep Mishra |
| Convert query functions of Login java file to Javascript | Alex Beamer |
| Convert query functions of InventoryReport java file to Javascript | Alex Beamer |
| Convert query functions of Inventory Java file to Javascript | Nathan Tran |
| Create Customer template page | Marvin Fung |
| Create image files for menu item buttons | Jose Ortiz |
| Create a menu item button template for customer interface | Kyle Palermo |
| Create Navigation Bar template for customer interface | Marvin Fung |
| Convert query functions of Menu java file to Javascript | Jose Ortiz |
| Create category button for customer interface | Marvin Fung |
| Set a color/text scheme for customer interface | Kyle Palermo |
| Create pop up for when menu item button is clicked | Marvin Fung |

## Minutes from Previous Meeting

This is our first meeting. We have not had a previous meeting.

SCRUM Meeting 1 for Project 3 Sprint 1

Prepared by: Jose Ortiz

Meeting Date: 3/26/2024

## Meeting Attendees

1. Alex Beamer
2. Kyle Palermo
3. Sandeep Mishra
4. Nathan Tran

## Meeting Agenda Items

* Discuss task clarity for some in our tickets
* Discuss any concerns with the work load
* Reviewed tasks in detail to make sure everyone understood task

## Status Update Since Last Meeting

Accomplishments:

* Completed some of the query functions
* started coding our interface designs
* Worked on css files to have better designs

Tasks Completed:

|  |  |  |
| --- | --- | --- |
| **Task Description** | **Assigned to** | **Completed? (yes/no)** |
| Convert Models to JS | Alex Beamer | Yes |
| Convert Database java file to Javascript | Alex Beamer | Yes |
| Create Cashier template page | Kyle Palermo | no |
| Convert functions of GlobalConfig java file to Javascript | Alex Beamer | Yes |
| Create Manager template page | Nathan Tran | no |
| Implement our visual theme based on our design | Kyle Palermo | no |
| Convert query functions of orders java file to Javascript | Alex Beamer | yes |
| Create Menu board template | Sandeep Mishra | no |
| Convert query functions of menureport java file to Javascript | Sandeep Mishra | no |
| Convert query functions of Login java file to Javascript | Alex Beamer | no |
| Convert query functions of InventoryReport java file to Javascript | Alex Beamer | no |
| Convert query functions of Inventory Java file to Javascript | Nathan Tran | no |
| Create Customer template page | Marvin Fung | no |
| Create image files for menu item buttons | Jose Ortiz | no |
| Create a menu item button template for customer interface | Kyle Palermo | no |
| Create Navigation Bar template for customer interface | Marvin Fung | N0 |
| Convert query functions of Menu java file to Javascript | Jose Ortiz | N0 |
| Create category button for customer interface | Marvin Fung | No |
| Set a color/text scheme for customer interface | Kyle Palermo | no |
| Create pop up for when menu item button is clicked | Marvin Fung | N0 |

## Before The Next Meeting

Plans:

* Make sure to be documenting as we go
* Have a better css file design layout
* Improve structure of our directory
* finishing all interfaces

Task Assignments:

|  |  |
| --- | --- |
| **Task Description** | **Assigned to** |
| Make changes to database schema | Group effort |
| Document JavaScript files | Group effort |

## Minutes from Previous Meeting

From our previous meeting, the goal of this first meeting was to set a foundation for our software. We focused on creating templates for our interfaces as well as choosing design layouts. In addition, we worked on connecting our database to our program and converting our backend java files to Javascript files for our webpage. By the start of the upcoming meeting, we should have a runnable program. After conducting the fist of five vote, we had an average of 2 points because we did not know where to start.

SCRUM Meeting 2 for Project 3 Sprint 1

Prepared by: Jose Ortiz

Meeting Date: 3/28/2024

## Meeting Attendees

1. Marvin Fung
2. Kyle Palermo
3. Sandeep Mishra
4. Nathan Tran

## Meeting Agenda Items

* Discuss progress in query functions conversion
* Discuss the functionality that has already been implemented in our webpage and what needs to be done
* Go over what everyone needs to finish

## Status Update Since Last Meeting

Accomplishments:

* Completed more than 80% of converting Javascript files
* Have a good foundation layout for our interfaces, just need to be linked with each other
* Everyone is close to finishing their tasks

Tasks Completed:

|  |  |  |
| --- | --- | --- |
| **Task Description** | **Assigned to** | **Completed? (yes/no)** |
| Convert Models to JS | Alex Beamer | Yes |
| Convert Database java file to Javascript | Alex Beamer | Yes |
| Create Cashier template page | Kyle Palermo | no |
| Convert functions of GlobalConfig java file to Javascript | Alex Beamer | Yes |
| Create Manager template page | Nathan Tran | yes |
| Implement our visual theme based on our design | Kyle Palermo | no |
| Convert query functions of orders java file to Javascript | Alex Beamer | yes |
| Create Menu board template | Sandeep Mishra | yes |
| Convert query functions of menureport java file to Javascript | Sandeep Mishra | Yes |
| Convert query functions of Login java file to Javascript | Alex Beamer | yes |
| Convert query functions of InventoryReport java file to Javascript | Alex Beamer | no |
| Convert query functions of Inventory Java file to Javascript | Nathan Tran | yes |
| Create Customer template page | Marvin Fung | No |
| Create image files for menu item buttons | Jose Ortiz | no |
| Create a menu item button template for customer interface | Kyle Palermo | no |
| Create Navigation Bar template for customer interface | Marvin Fung | No |
| Convert query functions of Menu java file to Javascript | Jose Ortiz | N0 |
| Create category button for customer interface | Marvin Fung | No |
| Set a color/text scheme for customer interface | Kyle Palermo | Yes |
| Create pop up for when menu item button is clicked | Marvin Fung | yes |

## Before The Next Meeting

Plans:

* Keep getting familiar with new branch system
* Make sure we are documenting our code as we move along
* Review original code and see how we can improve the structure/layout
* Be ready to discuss what tasks we need to implement in upcoming sprint planning meeting

Task Assignments:

|  |  |
| --- | --- |
| **Task Description** | **Assigned to** |
| Create navigable interfaces within each interface | Sandeep Mishra |

## Minutes from Previous Meeting

From our previous meeting we went in a group and discussed how we will use the database and TypeScript together. Alex, since he is more experienced with databases, showed us a structure to follow when converting our java files to TypeScript. We also discussed briefly how we would structure our front-end pages. We had a few minutes to discuss any concerns and questions members had. After conducting the fist of five vote, we had an average of 4 points because we had a good understanding of the new language and were close to finishing all our tasks.

SCRUM Meeting 3 for Project 3 Sprint 1

Prepared by: Jose Ortiz

Meeting Date: 3/30/2024

## Meeting Attendees

1. Marvin Fung
2. Alex Beamer
3. Kyle Palermo
4. Sandeep Mishra
5. Nathan Tran

## Meeting Agenda Items

* What we can improve on
* Go over new branch system and pull request
* Discuss Linter (way to verify our style)

## Status Update Since Last Meeting

Accomplishments:

* Completed all tasks and have passed review
* We have an MVP product
* Converted all query functions to JavaScript

Tasks Completed:

|  |  |  |
| --- | --- | --- |
| **Task Description** | **Assigned to** | **Completed? (yes/no)** |
| Convert Models to JS | Alex Beamer | Yes |
| Convert Database java file to Javascript | Alex Beamer | Yes |
| Create Cashier template page | Kyle Palermo | Yes |
| Convert functions of GlobalConfig java file to Javascript | Alex Beamer | Yes |
| Create Manager template page | Nathan Tran | Yes |
| Implement our visual theme based on our design | Kyle Palermo | Yes |
| Convert query functions of orders java file to Javascript | Alex Beamer | Yes |
| Create Menu board template | Sandeep Mishra | Yes |
| Convert query functions of menureport java file to Javascript | Sandeep Mishra | Yes |
| Convert query functions of Login java file to Javascript | Alex Beamer | Yes |
| Convert query functions of InventoryReport java file to Javascript | Alex Beamer | Yes |
| Convert query functions of Inventory Java file to Javascript | Nathan Tran | Yes |
| Create Customer template page | Marvin Fung | Yes |
| Create image files for menu item buttons | Jose Ortiz | Yes |
| Create a menu item button template for customer interface | Kyle Palermo | Yes |
| Create Navigation Bar template for customer interface | Marvin Fung | Yes |
| Convert query functions of Menu java file to Javascript | Jose Ortiz | Yes |
| Create category button for customer interface | Marvin Fung | Yes |
| Set a color/text scheme for customer interface | Kyle Palermo | Yes |
| Create pop up for when menu item button is clicked | Marvin Fung | Yes |

## Before The Next Meeting

Plans:

* Keep getting familiar with new branch system
* Make sure we are documenting our code as we move along
* Review original code and see how we can improve the structure/layout
* Be ready to discuss what tasks we need to implement in upcoming sprint planning meeting

Task Assignments:

|  |  |
| --- | --- |
| **Task Description** | **Assigned to** |
| Document inventory.ts file | Jose Ortiz |
| Document menu.ts file | Jose Ortiz |

## Minutes from Previous Meeting

From our previous meeting, we discussed everyone's progress with their tasks. We went by person per person and demoed their parts to make sure they met the task goals. We discussed ways we could improve the interface and took notes for our future sprint. We also discussed things that must get done before our next meeting, so a fully functional MVP. After conducting the fist of five vote, we had an average of 5 points because we had all our tasks completed, it was a matter of improving our code layout.

SCRUM Retrospective Meeting for Project 3 Sprint 1

Prepared by: Jose Ortiz

Meeting Date: 3/31/2024

## Meeting Attendees

1. Marvin Fung
2. Alex Beamer
3. Kyle Palermo
4. Sandeep Mishra
5. Nathan Tran

## Meeting Agenda Items

* What we can improve on
* Discussed what needs to be implemented this upcoming sprint
* Come up with tasks that may have been missed in sprint 1
* Establish new perspective going into the next sprint

## Status Update Since Last Meeting

Accomplishments:

* Made sure MVP was stable
* Thought of new design features that can be implemented to improve our interfaces

Tasks Completed:

|  |  |  |
| --- | --- | --- |
| **Task Description** | **Assigned to** | **Completed? (yes/no)** |
| Convert Models to JS | Alex Beamer | Yes |
| Convert Database java file to Javascript | Alex Beamer | Yes |
| Create Cashier template page | Kyle Palermo | Yes |
| Convert functions of GlobalConfig java file to Javascript | Alex Beamer | Yes |
| Create Manager template page | Nathan Tran | Yes |
| Implement our visual theme based on our design | Kyle Palermo | Yes |
| Convert query functions of orders java file to Javascript | Alex Beamer | Yes |
| Create Menu board template | Sandeep Mishra | Yes |
| Convert query functions of menureport java file to Javascript | Sandeep Mishra | Yes |
| Convert query functions of Login java file to Javascript | Alex Beamer | Yes |
| Convert query functions of InventoryReport java file to Javascript | Alex Beamer | Yes |
| Convert query functions of Inventory Java file to Javascript | Nathan Tran | Yes |
| Create Customer template page | Marvin Fung | Yes |
| Create image files for menu item buttons | Jose Ortiz | Yes |
| Create a menu item button template for customer interface | Kyle Palermo | Yes |
| Create Navigation Bar template for customer interface | Marvin Fung | Yes |
| Convert query functions of Menu java file to Javascript | Jose Ortiz | Yes |
| Create category button for customer interface | Marvin Fung | Yes |
| Set a color/text scheme for customer interface | Kyle Palermo | Yes |
| Create pop up for when menu item button is clicked | Marvin Fung | Yes |

## Before The Next Meeting

Plans:

* Keep getting familiar with new branch system
* Make sure we are documenting our code as we move along
* Review original code and see how we can improve the structure/layout
* Be ready to discuss what tasks we need to implement in upcoming sprint planning meeting

Task Assignments:

|  |  |
| --- | --- |
| **Task Description** | **Assigned to** |
| Modifying database schema for upcoming sprint | Alex Beamer |

## Minutes from Previous Meeting

From our previous meeting, we made sure each task was properly finished. We demoed all the parts and reviewed the code as a group. We started brainstorming ideas that we needed for the upcoming sprint so that way we have more than just an MVP. We also talked about setbacks that held our team back and how we can improve. After conducting the fist of five vote, we had an average of 5 points because we had a fully functional MVP. We are also confident with our tasks for the future.