SCRUM Meeting Agendas and Minutes

SCRUM Planning Meeting for Project 3 Sprint 2

Prepared by: Jose Ortiz

Meeting Date: 4/2/2024

Start Time: 6pm

End Time: 7:25pm

## Meeting Attendees

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

## Meeting Agenda Items

* Go over backlog and review tickets
* Discuss tasks distribution
* Discuss if any new tasks should be implemented
* Clear up any concerns

## Status Update Since Last Meeting

Accomplishments:

* Completed all our tasks assigned in sprint 1
* Went over as a group what we felt strong and what we need improvement on

Task Assignments:

| **Task Description** | **Assigned to** | **Completed?(yes/no)** |
| --- | --- | --- |
| Modifying database schema for upcoming sprint | Alex Beamer | Yes |

## Before The Next Meeting

Plans:

* Have a rough draft for each page in the making
* Have some functionality in all our interfaces
* Start API implementation for parts of our code where applicable

Task Assignments:

| **Task Description** | **Assigned to** |
| --- | --- |
| Create edit menu page in Manager interface | Nathan Tran |
| Implement a text to audio feature | Marving Fung |
| Implement OpenWeather | Alex Beamer |
| Create tax functionality for orders | Kyle Palermo |
| Implement text enlarger and the button for it | Sandeep Mishra |
| Implement translation of website | Alex Beamer |
| Create css format of buttons | Kyle Palermo |
| Create manage inventory page in manager interface | Nathan Tran |
| Create graphing data page in manager interface | Sandeep Mishra |
| Create report page in manager interface | Jose Ortiz |
| Implement functionality to Cashier page | Kyle Palermo |
| Implement functionality to Customer page | Marving Fung |
| Create order page in Customer directory | Marving Fung |
| Create checkout page in customer directory | Marvin Fung |
| Create multiple links when menu board interface is clicked | Jose Ortiz |
| Make changes to database schema | Alex Beamer |
| Modify database and create query functions we may need in future | Alex Beamer |
| Create Global Styling | Kyle Palermo |

## Minutes from Previous Meeting

From our previous meeting, we went over what we did well and what we needed to improve. This helped us establish a new mindset going into the next sprint with new ideas of what we can do to improve our efficiency. We also discussed how to use linter to help us make sure we are applying everything we need correctly. Lastly we discussed any roadblocks and brainstormed solutions for them. After conducting the fist of five vote, we had an average of 3 points because we are concerned time wise but as long as we keep a timely pace, we should be good.

SCRUM Daily Meeting 1 for Project 3 Sprint 2

Prepared by: Jose Ortiz

Meeting Date: 4/7/2024

Start Time: 6pm

End Time: 6:20pm

## Meeting Attendees

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

## Meeting Agenda Items

* Checking everyone's progress in tasks
* Discuss how to implement user survey into our project
* Go over how we are feeling in terms of end goal
* Get ready for our presentation on thursdayStatus Update Since Last Meeting

## Status Update Since Last Meeting

Accomplishments:

* Established linter and prettier to help us format our code and make sure it's appropriate
* Created a better google sheet to track progress of members
* Fixed minor code issues that were not fixed before

Tasks Completed:

| **Task Description** | **Assigned to** | **Completed? (yes/no)** |
| --- | --- | --- |
| Create edit menu page in Manager interface | Nathan Tran | no |
| Implement a text to audio feature | Marving Fung | no |
| Implement OpenWeather | Alex Beamer | no |
| Create tax functionality for orders | Kyle Palermo | no |
| Implement text enlarger and the button for it | Sandeep Mishra | no |
| Implement translation of website | Alex Beamer | no |
| Create css format of buttons | Kyle Palermo | no |
| Create manage inventory page in manager interface | Nathan Tran | no |
| Create graphing data page in manager interface | Sandeep Mishra | no |
| Create report page in manager interface | Jose Ortiz | no |
| Implement functionality to Cashier page | Kyle Palermo | no |
| Implement functionality to Customer page | Marving Fung | no |
| Create order page in Customer directory | Marving Fung | no |
| Create checkout page in customer directory | Marvin Fung | no |
| Create multiple links when menu board interface is clicked | Jose Ortiz | no |
| Make changes to database schema | Alex Beamer | no |
| Create Global Styling | Kyle Palermo | no |

## Before The Next Meeting

Plans:

* We get at least 40% of our tasks completed
* Have an actual login page that would be needed for our project
* Have functionality with our main pages

Task Assignments:

| **Task Description** | **Assigned to** |
| --- | --- |
| No new task | N/A |

## Minutes from Previous Meeting

From our previous meeting, we planned our tasks and game plan for the upcoming sprint. We made sure to be more specific about our tasks to make sure everything makes sense. We assigned points based on scrum poker to have a fair bias when assigning tasks. After assigning points, we assigned tasks and went over any confusions there were for each task. After conducting the fist of five vote, we had an average of 3 points because although we feel better planned, we are still concerned with the workload since we have more tasks.

SCRUM Daily Meeting 2 for Project 3 Sprint 2

Prepared by: Jose Ortiz

Meeting Date: 4/10/2024

Start Time: 10:00am

End Time: 10:20am

## Meeting Attendees

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

## Meeting Agenda Items

* Checking everyone's progress in tasks
* Discuss the APIs we think are worth adding to help our user stories
* Start discussion of which tasks to prioritize
* Discuss as a team any design flaws we need to overlook
* Discuss concerns regarding time tasks are taking

## Status Update Since Last Meeting

Accomplishments:

* Everyone started on their tasks
* Everyone learned to connect query functions to frontend

Tasks Completed:

| **Task Description** | **Assigned to** | **Completed? (yes/no)** |
| --- | --- | --- |
| Create edit menu page in Manager interface | Nathan Tran | no |
| Implement a text to audio feature | Marving Fung | no |
| Implement OpenWeather | Alex Beamer | no |
| Create tax functionality for orders | Kyle Palermo | no |
| Implement text enlarger and the button for it | Sandeep Mishra | no |
| Implement translation of website | Alex Beamer | no |
| Create css format of buttons | Kyle Palermo | no |
| Create manage inventory page in manager interface | Nathan Tran | no |
| Create graphing data page in manager interface | Sandeep Mishra | no |
| Create report page in manager interface | Jose Ortiz | no |
| Implement functionality to Cashier page | Kyle Palermo | no |
| Implement functionality to Customer page | Marving Fung | no |
| Create order page in Customer directory | Marving Fung | no |
| Create checkout page in customer directory | Marvin Fung | no |
| Create multiple links when menu board interface is clicked | Jose Ortiz | no |
| Make changes to database schema | Alex Beamer | no |
| Create Global Styling | Kyle Palermo | no |

## Before The Next Meeting

Plans:

* We get at least 75% of our tasks completed
* Have functionality with our main pages completed
* Have some of the extra pages completed in our interfaces

Task Assignments:

| **Task Description** | **Assigned to** |
| --- | --- |
| Re-design the customer interface layout | Marvin Fung |

## Minutes from Previous Meeting

From our previous meeting, we first went over our user survey to discuss if we need to implement more APIs. Afterwards, we went around and discussed everyone's progress and the roadblock they were facing to try to solve the issues as a group. We discussed how everyone felt in terms of workload to make sure everyone felt confident in their ability to complete. Finally we went over our presentation and ran a practice presentation to prepare. After conducting the fist of five vote, we had an average of 2 points because our group had a busy week with other schoolwork so we were not confident in finishing our tasks.

SCRUM Daily Meeting 3 for Project 3 Sprint 2

Prepared by: Jose Ortiz

Meeting Date: 4/14/2024

Start Time: 8:15pm

End Time: 8:40pm

## Meeting Attendees

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

## Meeting Agenda Items

* Checking everyone's progress in tasks
* Emphasize prioritizing tasks
* Discuss as a team what we can do to be more productive
* Discuss concerns within tasks

## Status Update Since Last Meeting

Accomplishments:

* Everyone has been able to connect backend with frontend properly
* All tasks have been started and some are complete

Tasks Completed:

| **Task Description** | **Assigned to** | **Completed? (yes/no)** |
| --- | --- | --- |
| Create edit menu page in Manager interface | Nathan Tran | no |
| Implement a text to audio feature | Marving Fung | no |
| Implement OpenWeather | Alex Beamer | no |
| Create tax functionality for orders | Kyle Palermo | yes |
| Implement text enlarger and the button for it | Sandeep Mishra | yes |
| Implement translation of website | Alex Beamer | no |
| Create css format of buttons | Kyle Palermo | no |
| Create manage inventory page in manager interface | Nathan Tran | yes |
| Create graphing data page in manager interface | Sandeep Mishra | no |
| Create report page in manager interface | Jose Ortiz | yes |
| Implement functionality to Cashier page | Kyle Palermo | yes |
| Implement functionality to Customer page | Marving Fung | no |
| Create order page in Customer directory | Marving Fung | no |
| Create checkout page in customer directory | Marvin Fung | no |
| Create multiple links when menu board interface is clicked | Jose Ortiz | yes |
| Make changes to database schema | Alex Beamer | no |
| Create Global Styling | Kyle Palermo | no |
| Re-design the customer interface layout | Marvin Fung | Yes |

## Before The Next Meeting

Plans:

* We get at least 90% of our tasks completed
* Start focusing on good design styles with our pages
* Have the extra pages with full functionality completed

Task Assignments:

| **Task Description** | **Assigned to** |
| --- | --- |
| No new task | N/A |

## Minutes from Previous Meeting

From our previous meeting, we checked everyone's progress with their tasks to ensure they are working on the project. We also went around and determined which tasks needed to be prioritized.

In addition, we had time to discuss potential APIs that could be worth adding in our third sprint. Finally we went over any design flaws we deemed beneficial to fix within this sprint. After conducting the fist of five votes, we had an average of 3 points due to our current status. Even though we did not finish all our tasks, each task remaining is about 80% complete, just a few debugging issues. We are confident that we can finish these issues fairly quickly before we get backtracked with the upcoming sprint.