Appendix 1: SCRUM Meeting Agendas and Minutes

SCRUM Meeting 1 for FinanceUp

Prepared by: Khunnapat Reanpongnam

Meeting Date: 11/4 (in lecture)

Meeting Length: 14 minutes

Meeting Attendees

1. Khunnapat Reanpongnam
2. Davy He
3. Jack Butler
4. Nathan Patterson

Meeting Agenda Items

* Ideas we want to implement
* Tasks to complete

Status Update Since Last Meeting

Accomplishments:

* N/A (first meeting)
* N/A (first meeting)

Tasks Completed:

| **Task Description** | **Assigned to** | **Completed? (yes/no)** |
| --- | --- | --- |
| N/A (first meeting) | N/A | no |
| N/A (first meeting) | N/A | no |

Before The Next Meeting

Plans:

* Finish our tasks
* Evaluate our work

Task Assignments:

| **Task Description** | **Assigned to** |
| --- | --- |
| Create website | Khunnapat, Jack, Nathan |
| Make product/sprint backlog and burndown chart | Davy |

Minutes from Previous Meeting

N/A (first meeting)

Appendix 2: SCRUM Meeting Agendas and Minutes

SCRUM Meeting 1 for FinanceUp

Prepared by: Khunnapat Reanpongnam

Meeting Date: 11/6

## Meeting Attendees

1. Khunnapat Reanpongnam
2. Jack Butler
3. Nathan Patterson
4. Davy He

## Meeting Agenda Items

* Current Progress
* Direction we’re taking

## Status Update Since Last Meeting

Accomplishments:

* Got the pages set up
* Got a portion of the task done, but not completed

Tasks Completed:

| **Task Description** | **Assigned to** | **Completed? (yes/no)** |
| --- | --- | --- |
| Set up pages | Khunnapat, Jack, Nathan | Yes |
| Burn down / product backlog, etc | Davy | No |

## Before The Next Meeting

Plans:

* Make more progress
* Try to content on the pages

Task Assignments:

| **Task Description** | **Assigned to** |
| --- | --- |
| Add content to pages | Khunnapat, Jack, Nathan |
| Finish product backlog, etc. | Davy |

## Minutes from Previous Meeting

Talked about ideas that we wanted to implement, and the task that we needed to complete. Then we talked about what we want our final product to be for this sprint.

Appendix 3: SCRUM Meeting Agendas and Minutes

SCRUM Meeting 3 for FinanceUp

Prepared by: Khunnapat Reanpongnam

Meeting Date: 11/7

## Meeting Attendees

1. Khunnapat Reanpongnam
2. Jack Butler
3. Nathan Patterson
4. Davy He

## Meeting Agenda Items

* Current Progress
* Plans for sprint 2

## Status Update Since Last Meeting

Accomplishments:

* A usable prototype
* Learning page completed

Tasks Completed:

| **Task Description** | **Assigned to** | **Completed? (yes/no)** |
| --- | --- | --- |
| * Learning page | Khunnapat, Jack, Nathan | Yes |
| Burn down / product backlog, etc | Davy | Yes |

## Before The Next Meeting

Plans:

* Have some plans for sprint 2
* Complete API data pull

Task Assignments:

| **Task Description** | **Assigned to** |
| --- | --- |
| Complete API data pull | Khunnapat, Jack, Nathan |
| Fill out Website | Khunnapat, Jack, Nathan, Davy |

## Minutes from Previous Meeting

Talked about our progress, and things we need to complete further.

Appendix 4: SCRUM Meeting Agendas and Minutes

SCRUM Meeting 4 for FinanceUp

Prepared by: Khunnapat Reanpongnam

Meeting Date: 11/10

## Meeting Attendees

1. Khunnapat Reanpongnam
2. Davy He
3. Jack Butler
4. Nathan Patterson

## Meeting Agenda Items

* Progress
* Things we have to start working on
* How we will use the API
* How to implement API

## Status Update Since Last Meeting

Accomplishments:

* Added some content to pages
* Finish product backlog, etc.

Tasks Completed:

| **Task Description** | **Assigned to** | **Completed? (yes/no)** |
| --- | --- | --- |
| Add some content to pages | Jack, Khunnapat, Nathan | yes |
| Finish product backlog, etc. | Davy | yes |

## Before The Next Meeting

Plans:

* Make progress
* Finish more parts of the website

Task Assignments:

| **Task Description** | **Assigned to** |
| --- | --- |
| Get API to work | Khunnapat, Jack, Nathan |
| Add content to website | ALL |

## Minutes from Previous Meeting

Talked about what we needed to start on the next sprint, and planned the direction we needed to take.

Appendix 5: SCRUM Meeting Agendas and Minutes

SCRUM Meeting 5 for FinanceUp

Prepared by: Khunnapat Reanpongnam

Meeting Date: 11/15

## Meeting Attendees

1. Khunnapat Reanpongnam
2. Davy He
3. Jack Butler
4. Nathan Patterson

## Meeting Agenda Items

* Progress
* What we need to work on

## Status Update Since Last Meeting

Accomplishments:

* Finding all the API that needed
* Discuss the font and the design of homepage and login page

Tasks Completed:

| **Task Description** | **Assigned to** | **Completed? (yes/no)** |
| --- | --- | --- |
| Get API to work | Jack, Khunnapat, Nathan | no |
| Login page and some homepage | Davy | yes |

## Before The Next Meeting

Plans:

* Keep making progress on API
* Keep templating the website

Task Assignments:

| **Task Description** | **Assigned to** |
| --- | --- |
| Work on Finnhub API | Jack, Khunnapat |
| Login page and some homepage | Davy |
| Work on Google API | Nathan |
|  |  |

## Minutes from Previous Meeting

From the previous meeting, we talked about what API we need to use and how we should use it. We also talked about how we are going to actually host the website and how to implement the API.

Appendix 6: SCRUM Meeting Agendas and Minutes

SCRUM Meeting 6 for FinanceUp

Prepared by: Khunnapat Reanpongnam

Meeting Date: 11/17

## Meeting Attendees

1. Khunnapat Reanpongnam
2. Davy He
3. Jack Butler
4. Nathan Patterson

## Meeting Agenda Items

* Login page and homepage design
* Font and background of pages
* Start the backend

## Status Update Since Last Meeting

Accomplishments:

* Content was added to the website
* Made some progress on API

Tasks Completed:

| **Task Description** | **Assigned to** | **Completed? (yes/no)** |
| --- | --- | --- |
| Get Finnhub API to work | Jack, Khunnapat | no |
| Login page and some homepage | Davy | Yes |
| Get Google API to work | Nathan | no |
| Homepage, Article, and learning page | Nathan | yes |

## Before The Next Meeting

Plans:

* Keep working and making progress on getting the API to work
* Finish more pages of the website

Task Assignments:

| **Task Description** | **Assigned to** |
| --- | --- |
| Get Finnhub API to work | Jack, Khunnapat |
| Get Google API to work | Nathan, Davy |
| Template more pages | Jack, Khunnapat, Nathan, Davy |

## Minutes from Previous Meeting

We talked about ways to get the API implementation to work, and what more we need to add on the website