

SCRUM REPORT and MEETING AGENDA

Report #: 6 Project Name: Coffee Connect
Date: 4/22/2021 Prepared by: Nicholas Soliman

Attendees for the meeting

1. Nicholas Soliman
2. Pierre Vu
3. Joanna Zhou
4. Gian Lezotte

Agenda for the meeting

5. We first talk about our performance in the team meeting and what we could have improved
6. What have we accomplished since our last meeting
7. Assign tasks to each member of the team

Overall accomplishments since last meeting

1. We created user study and conducted it on other students in the class
2. We set up questions along with a google form
3. We also were able to setup Heroku
4. We successfully integrated SQL/nodeJS into the Heroku application

Tasks completed by each team member since last meeting

Task description	Assigned to	Completed?
Collected Google Form data	Gian	yes
Took notes on the user study	Joanna	yes
Conducted the user study	Nicholas	yes
Created questions for the user study	Pierre	yes
Successfully integrated SQL/nodeJS into the heroku app	Gian	yes
Authentication and Registration	Gian	no
API integration	Joanna/Nick	no
Setup heroku	Pierre	yes

Plans for next period

1. We hope to get the home feed updating information through api integration
2. We hope to update the shop information page with details from the API
3. We hope to create a dynamic friends feed using SQL integration
4. We will try to set up authentication for the registration and login forms
5. We also plan to complete a formal document with the analytics from the user study

Task assignment per team member (to be completed before the next meeting)

Task description	Assigned to
Home feed updates through api integration	Joanna/Nick
Update shop information page	Joanna/Nick
Complete friends feed (SQL integration)	Pierre
Authentication/Registration	Gian
Complete a formal document with the analytics from user study	team

Project management status

1. The team is a little bit behind schedule. The burn down chart shows how far behind we are. So I plan to increase the tasks and productivity of the team over the next couple of days and maybe remove some features from the final website.
2. The team is consistently collaborating and working to create the product as quickly and efficiently as possible.
3. The project manager is handling all the documentation on top of assisting the team members with their software issues to increase the speed of development.

Minutes from previous meeting

Summarize minutes from the previous meeting (NOT this current meeting). Please be thorough, a bullet list of 2-3 single-liners is not sufficient.

In the last meeting, we realized that we are running a bit behind schedule so we had to change the product backlog to make this project possible to complete. We talked about what features we could remove to make our final goal seem more achievable. Even though we removed some tasks off of the backlog we still had a lot of work to do so the project manager encouraged everyone to work a little harder so we can finish everything on time. We then assigned tasks to each of the team members and created a user study. We planned when we would hold the user study and how we were going to do it. We also discussed our team meeting with the professor and TAs. We devised a plan and scheduled a meeting to ensure our team meeting was high quality.