SCRUM Meeting 7

SCRUM Meeting 7 for Project 3 - xi

Prepared by: Bella Woliver, PM

Meeting Date: 04/17/23

## Meeting Attendees

1. Jake Rounds
2. Mugdha Merchant
3. Joshua Wienecke
4. Bella Woliver
5. Sneha Sukumaran

## Meeting Agenda Items

* Turn in all Sprint materials
* Start discussing plans for the next sprint
* Communicate what was effective, ineffective, or challenging about this past sprint
* Agree on a design plan for the application

## Status Update Since Last Meeting

Accomplishments:

* Completed OAuth for server pages
* Completed excess report functionality

Tasks Completed:

| **Task Description** | **Assigned to** | **Completed? (yes/no)** |
| --- | --- | --- |
| Implement the excess, restock, and sales report pages | Bella | no |
| Complete all functionality for the server page (send order to orderview) | Sneha | no |
| Complete all functionality for the customer page (send order to orderview) | Mugdha | no |
| Implement the X & Z report pages | Jake | no |
| Complete all functionality for the order page (get order from server/customer pages) | Josh | no |
| Retrospective meeting summary | Josh | yes |
| Github Release | Jake | yes |
| Product Backlog | Sneha | yes |
| Sprint Backlog | Mugdha | yes |
| Burn-down charts | Jake | yes |
| Determine SCRUM meeting schedule | All Members | yes |
| Appendix with SCRUM information | Bella | yes |

## Before The Next Meeting

Plans:

* Complete server and customer functionality
* Use OAuth for both servers and managers
* Complete all report functionality

Task Assignments:

| **Task Description** | **Assigned to** |
| --- | --- |
| Implement the restock and sales report pages | Bella |
| Complete all functionality for the server page (send order to orderview) | Sneha |
| Complete all functionality for the customer page (send order to orderview) | Mugdha |
| Implement the X & Z report pages | Jake |
| Complete all functionality for the order page (get order from server/customer pages) | Josh |

## Minutes from Previous Meeting

The previous meeting was held mainly to discuss the progress, tasks remaining, and roadblocks for the presentation with our manager and associates. We found that we are ahead of schedule for the second sprint since the first stages of functionality were completed at a much quicker pace than we had anticipated. This was because we had switched to a completely different framework that we were more comfortable with, giving us the freedom to be able to complete the second stage of functionality by the end of the second sprint. We also divided up the work on completing the sprint materials and determined a schedule to allow others (specifically the summary) to be able to complete their part of the project in a reasonable timeframe. We also decided to practice the presentation immediately following the SCRUM meeting and agreed on a general script for the meeting.