



Appendix 1: SCRUM Meeting Agendas and Minutes

SCRUM Meeting 1 for Project 3

Prepared by: Jason Xie

Meeting Date: 11/8/2023

Meeting Attendees

1. Jason Xie
2. Dylan Rodrigues
3. Anirudh Utagikar
4. Gabriel Serrano
5. Jerry Tran

Meeting Agenda Items

- Discuss what features should be prioritized in this sprint
- Split tasks into smaller tasks if needed

Status Update Since Last Meeting

Accomplishments:

- Manager components got placed onto the webpage
- Cashier is able to place orders and log it into the database
- Backend is hosted and running

Tasks Completed:

Task Description	Assigned to	Completed? (yes/no)
Manager layout is finished	Jerry	Yes
Backend is hosted onto a server	Jason	Yes
Cashier can place order	Ani	Yes
Cashier has to input employee id to place order	Dylan	Yes
Menu pulls the data from the database	Gabriel	Yes



Before The Next Meeting

Plans:

- Fine-tune cashier features
- Get customer page layout created
- Get some manager scripts written

Task Assignments:

Task Description	Assigned to
Fix cashier page bugs	Dylan
Create customer page layout with buttons	Ani, Gabriel
Write manager backend scripts to communicate with database	Jason, Jerry

The likelihood of completing all the goals of this sprint is around a 4 out of 5. Some of the functionality that needs to be implemented needs to be researched upon which could be time consuming. All the tasks assigned are new stories that need to be implemented.

Minutes from Previous Meeting

Last meeting, we determined what user stories should be assigned to who and what the goal of this sprint was. We determined that the goal for this sprint is to implement all the required functionality of the webpage in creating orders for the customer and cashier view as well as the manager features such as viewing the order history and managing the inventory.



SCRUM Meeting 2 for Project 3

Prepared by: Jason Xie

Meeting Date: 11/10/2023

Meeting Attendees

1. Jason Xie
2. Dylan Rodrigues
3. Anirudh Utagikar
4. Gabriel Serrano
5. Jerry Tran

Meeting Agenda Items

- Discuss likelihood of completing all tasks in sprint
- Discuss completed items from last meeting
- Discuss upcoming tasks and any difficulties

Status Update Since Last Meeting

Accomplishments:

- Created back-end queries
- Got started on API calls

Tasks Completed:

Task Description	Assigned to	Completed? (yes/no)
Order log displays past 100 orders	Jason	Yes
Implement weather API	Dylan	in-progress
Create Customer Page Layout	Gabriel, Ani	in-progress
Write queries for manager functionality	Jerry	Yes

Before The Next Meeting

Plans:

- Have all the manager buttons do something
- Have a layout for the customer page with working buttons
- Design the home page



Task Assignments:

Task Description	Assigned to
Implement manager functions to all the buttons	Jerry, Jason
Add Logo and weather API to home page	Dylan
Design layout for Customer page with some features	Ani, Gabriel

Minutes from Previous Meeting

Last meeting we discussed the likelihood of accomplishing all the tasks this sprint is roughly at a 4. There are some tasks that took longer than expected and also affected the development of future tasks. From the initial planning to the previous meeting, a lot of important tasks got completed which allows for further development of other main tasks. We assigned the customer page to 2 members of the team and they will decide who works on the front-end and back-end. The cashier page bug fixes were assigned to Dylan and the manager functions were assigned to Jason and Jerry for the 2 different views.



SCRUM Meeting 3 for Project 3

Prepared by: Jason Xie

Meeting Date: 11/13/2023

Meeting Attendees

1. Jason Xie
2. Dylan Rodrigues
3. Anirudh Utagikar
4. Gabriel Serrano
5. Jerry Tran

Meeting Agenda Items

- Likelihood of completing all sprint tasks
- What has been completed since last meeting

Status Update Since Last Meeting

Accomplishments:

- All manager functions completed on sales and revenue
- Added dietary restrictions for the menu
- Manager can view current inventory and add new items
- Customer page is created
- Fully functional cashier page

Tasks Completed:

Task Description	Assigned to	Completed? (yes/no)
Manager Functions for sales and revenue	Jason	Yes
Ability to view current inventory and add new items	Jerry	Yes
Add dietary restriction for the menu	Gabriel	Yes
Fully functional cashier page	Dylan	90% Yes
Customer page is created	Anirudh	Yes



Before The Next Meeting

Plans:

- Finish all customer functions
- Add ability to remove item and modify inventory data
- Allow customers to use reward points in customer page
- Add logo and try to add weather api to home page
- Review all the merge requests and change the axios calls to the hosted backend

Task Assignments:

Task Description	Assigned to
Finish customer functions	Anirudh, Gabriel
Ability to remove item and modify item data	Jerry
Allow customers to use reward points	Anirudh, Gabriel
Add logo and weather API to home page	Dylan
Modify backend calls to hosted backend	Jason

Minutes from Previous Meeting

The likelihood of completing all the tasks assigned this sprint was still around a 3.5-4 average. We agreed that some of the tasks that were assigned this sprint aren't too important and can be pushed to the next sprint. One of the manager functions was completed and the inventory view got modified. The menu was updated with dietary information for those people that need it. We continued from what we were assigned 2 meetings ago since a lot of those tasks depend on each other. Some more tasks were assigned that depend on the tasks we are currently working on in case we manage to finish such as more manager functions and the home page design as well as customer page functions since they are similar to the cashier functions.