Scrum #:  
Date:

**Meeting Minutes**

Stand Up Questions:

|  |  |  |  |
| --- | --- | --- | --- |
| Name | What did you accomplish? | Any challenges? | What will you accomplish by next time? |
| Jun |  |  |  |
| Pablo |  |  |  |
| Pedro |  |  |  |
| Brian |  |  |  |
| Shan |  |  |  |
| Young |  |  |  |

Code Modifications / Additions:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| File Added/Modified (specify whether added or modified. FILL OUT THIS FORM FOR EVERY FILE INDIVIDUALLY) | Original Authors (it’s okay if this is the same author that contributed this scrum, so long as the functions written were entirely new) | Contributing Authors (who added to this file this scrum? If this is a new file, it will be the same as original author) | Functions Added (only fill this out if you are justifying that you are adding entirely new functions to a file that you previously created) | Commit SHA |
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Pair Programming Evidence:

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| --- | --- | --- |
| Pair of Programmers | Task | Evidence Photo Commit SHA |
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Description of Refactoring Done (*every pair programming session must be accompanied by refactoring of some sort)*:

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| --- | --- | --- | --- |
| Refactoring Pair | File Modified (FILL OUT THIS FORM FOR EVERY FILE INDIVIDUALLY) | Description of Refactor | Commit SHA |
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