

SCRUM REPORT and MEETING AGENDA

Report #: 3 _____ Project Name: Smart Scheduler _____
Date: 4/11/2021 Prepared by: Nassef Ameen _____

Attendees for the meeting

1. Bora Oztekin
2. Benjamin Nesbitt
3. Nicholas LaBombard
4. Nassef Ameen
5. Will Cowden

Agenda for the meeting

6. Discuss progress since last meeting
7. Look at gathering materials for release
8. Assign last tasks for the sprint
9. Retrospective

Overall accomplishments since last meeting

1. Models for Events and Users have been created
2. Models for Events have been tested
3. User interface is working with created models

Tasks completed by each team member since last meeting

Task description	Assigned to	Completed?
Draft Database Design	Will	yes
Draft Database Design	Nassef	yes
Look into getting an API key for Ambee	Benjamin	yes
Set up Heroku for deployment	Bora	yes
Start UI implementation	Nicholas	yes
Start UI implementation	Bora	yes
Manage Report	Nassef	yes

Plans for next period

1. Make improvements to user interface for presentation
2. Manage pull requests for merging of code to master branch
3. Gather materials for Sprint 1 deliverable
4. Complete update of overall product backlog

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

Task description	Assigned to
Finish touching up UI	Nicholas
Finish touching up UI	Bora
Manage project backlog/burndown charts	Will
Manage project backlog/burndown charts	Benjamin
Finish Report and Retrospective	Nassef
Merge/Review final changes on GitHub	All

Project management status

1. We are looking to finalize everything for the first sprint, meaning getting working code for a preliminary release of the product. This also means getting each member to make finishing touches to anything they have been assigned to so that the parts can be tested as a whole.
2. All members have shown up to the designated meetings with their contributions, and have asked questions to clarify anything about their assignments and where they can help others.
3. Reports are being written shortly after meetings are being held, and then pushed to the GitHub repository to be merged into the master branch.

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.

The previous meeting was the 2nd meeting of the sprint, where we were partway through our development during the week. The main focus of the meeting was mainly to clear up any confusion or questions that had come up in the working period after the first meeting.

One such question was raised by Nassef and Will, who were looking into creating Event and User models that would function as database tables. These models would be tested as part of the application, but there was an issue with understanding how to effectively create those models. It was discovered that there was a forgotten step missed in development, which was to create a migration so that the database being used to test the project could actually be updated.

Benjamin reported on API acquisition and testing, where he had gotten a key for the Ambee API. This would be used to gather the pollen data that the application would use in its suggestions for user event modification. He had also gotten access to OpenWeatherMap, which would provide the rest of the necessary weather data that could be used for assessing events.

Because we held this meeting closer to the end of the week, we knew that we would need to try and make more progress since everyone was now more free to work on the project. As such we planned to hold the last meeting very soon so we could look towards the release we were planning to make at the end of the week.