**Daily Scrum or Standup Meeting**

Team name: Swift Taylor

Scrum Master: Dallin Packer

Date: 3/19/20

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| **Team Member** | **What did you do since the last scrum?** | **What do you plan to do before the next scrum?** | **What obstacles do you have?** |
| Dallin Packer | Contact and About Pages  Standup reports | (Every Meeting) Do standup reports | Communication without meeting in person |
| Hunter Meredith | Started Registration Page | Continue Work on Registration Page | Communication without meeting in person |
| Brady Trappett | Homepage and Running Header and Footer | (Every Meeting) Do Sprint Planning Docs | Communication without meeting in person |
| Sialao Mobley | Nothing | Work on Tools Page | Communication without meeting in person  Family Emergency |
| Spencer Robinson | Started Blog/News Feed | Continue Work on Blog/News Feed  (Every Meeting) Do Sprint Retrospective Reports | Communication without meeting in person |

# Burndown

See Full Burndown Chart included in separate file.

# Project board

Unassigned Tasks:

* Refine requirements definition document, as needed
* Refine system analysis, as needed
* Revise project plan, as needed
* Burndown Chart
* CSS

Assignments:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Dallin Packer | Hunter Meredith | Brady Trappett | Sialao Mobley | Spencer Robinson |
| * Standup reports (one for each standup day) | * Update sprint backlog (github project) with the tasks – include a screenshot in the document * Login and Registration Page | * Sprint planning documents (3 of them) | * Instructions for building code and executing unit tests * Unit Tests * Tool Page | * Sprint retrospective reports (3 of them) * News Page/Blog |

Completed Tasks:

* Plan Tasks for remaining scrums
* About Page
* Contact Page
* Home Page
* Header and Footer
* Portions of:
  + Standup reports
  + Sprint Planning Docs
  + Sprint Retrospective Reports