

AdvisorAI Documentation

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1. Executive Summary (O1)

AdvisorAI is an AI-powered academic advising system designed to assist Florida International University (FIU) students in understanding their degree progress and making informed decisions about course planning. Traditional academic advising can be time constrained and difficult to access, leaving many students unsure about graduation requirements, course sequencing, and institutional policies. AdvisorAI addresses this gap by providing an interactive, always available, advising assistant through a web based chat interface.

The system allows users to ask advising related questions and upload documents such as degree audits (in PDF format) and curriculum flowcharts (images or PDFs). These inputs are processed by a backend system that extracts relevant academic information and combines it with a curated knowledge base of FIU resources. Using OpenAI language models and vector based retrieval through Pinecone, the system generates context aware, structured responses tailored to each student's academic situation.

The application is built as a full-stack system with a React and TypeScript frontend and an ASP.NET Core backend. It integrates multiple services, including OpenAI for natural language processing, Redis for chat history storage, and a local knowledge base for domain specific context. The system supports both general advising queries and detailed audit based planning.

The final result is a functional prototype that demonstrates how artificial intelligence can enhance academic advising by improving accessibility, personalization, and efficiency for students.

2. Problem & Requirements

2.1 Problem Context

Academic advising at universities such as Florida International University (FIU) is essential for helping students understand degree requirements, plan coursework, and graduate on time. However, access to advising is often limited due to high student-to-advisor ratios, scheduling conflicts, and time constraints. As a result, many students rely on complex degree audits, flowcharts, and scattered online resources, which can be difficult to interpret without guidance.

Students frequently face challenges such as:

- Understanding which requirements they have completed versus those remaining
- Determining the correct sequence of courses
- Interpreting degree audits and curriculum flowcharts
- Accessing accurate and timely information about policies and deadlines

This creates confusion, delays in graduation, and increased dependency on limited advising resources.

2.2 Stakeholders & Users

- Primary Users:
 - FIU undergraduate students seeking academic advising guidance
- Secondary Stakeholders:
 - Academic advisors (indirectly benefit from reduced workload)
 - University departments (improved student progression and retention)

2.3 Functional Requirements

The system must support the following core functionalities:

- Provide a chat-based interface for academic advising questions
- Accept and process uploaded files:
 - Degree audit PDFs
 - Curriculum flowchart images or documents
- Extract and interpret academic information from uploaded files
- Retrieve relevant university and degree-related information from a knowledge base
- Generate structured, context-aware responses using AI
- Maintain conversational context across a session
- Support both general advising questions and audit-based planning queries

2.4 Non-Functional Requirements

- Usability:
 - Intuitive and easy-to-use interface for students
- Performance:
 - Responses should be generated within a reasonable time frame
- Scalability:
 - System should support multiple users and future expansion
- Reliability:
 - Consistent response generation and minimal system failures
- Maintainability:
 - Codebase should be modular and easy to extend

2.5 Constraints

- Dependence on third-party services (OpenAI, Pinecone, Redis)
- Accuracy of responses depends on:
 - quality of extracted document data
 - completeness of the knowledge base
- Limited ability to handle highly complex or ambiguous academic scenarios

- Supported file formats are restricted (PDF, PNG, JPEG)

2.6 Success Criteria

The system is considered successful if it:

- Accurately answers common academic advising questions
- Correctly extracts relevant information from degree audit documents
- Provides meaningful course planning recommendations
- Improves accessibility to advising information for students
- Demonstrates a functional end-to-end workflow

2.7 Risks

- AI-generated responses may be incorrect or misleading
- Incomplete or improperly parsed audit data may affect recommendations
- System performance may degrade under heavy usage
- Users may over-rely on the system instead of consulting official advisors

3. System Overview & Architecture (O2)

3.1 System Overview

AdvisorAI is a full-stack web application that provides AI-powered academic advising support for Florida International University (FIU) students. The system allows users to interact through a chat interface, ask advising-related questions, and upload academic documents such as degree audits and curriculum flowcharts.

The application processes user input by combining:

- Natural language queries
- Extracted data from uploaded documents
- A curated knowledge base of FIU academic resources

Using this information, the system generates structured and context-aware responses to assist students in understanding their academic progress and planning future coursework.

3.2 High-Level Architecture

The system follows a **client-server architecture** with integrated AI services and external tools.

Main components include:

- Frontend (Client Application)
- Backend (API & Business Logic)
- AI & Retrieval Services

- Data Storage & Knowledge Base

3.3 Frontend (Client)

The frontend is built using:

- React with TypeScript
- Vite
- Tailwind CSS

Responsibilities:

- Provide a user-friendly interface
- Handle user input (chat messages and file uploads)
- Display AI-generated responses in real time
- Manage user interaction flow

Key features:

- Chat interface with message history
- File upload support (PDFs and images)
- Homepage with system overview and resources

3.4 Backend (Server)

The backend is built using:

- ASP.NET Core

Responsibilities:

- Process incoming API requests
- Handle file uploads and parsing
- Manage AI interactions
- Retrieve relevant context using embeddings
- Maintain session-based chat history

Key components:

- **ChatController** → handles chat requests
- **AuditController** → processes degree audit files
- **FlowchartController** → processes curriculum flowcharts

3.5 AI & Retrieval Services

The system integrates multiple AI and data retrieval technologies:

- **OpenAI (GPT-4o):**
 - Generates natural language responses
 - Interprets user queries and extracted data
- **Embedding Model (text-embedding-3-small):**
 - Converts knowledge base content into vector representations
- **Pinecone:**
 - Performs vector similarity search to retrieve relevant academic information
- **Redis:**
 - Stores chat history to maintain conversational context

3.6 Data & Knowledge Base

The system uses a local knowledge base composed of structured markdown files containing FIU-specific information such as:

- Degree requirements
- Academic policies
- Important dates
- Career-related information

This knowledge base is indexed using embeddings and retrieved dynamically during chat interactions.

3.7 Data Flow

The system operates through the following workflow:

1. The user submits a question through the chat interface
2. (Optional) The user uploads a file (degree audit or flowchart)
3. The frontend sends the request to the backend API
4. The backend:
 - Parses uploaded documents
 - Retrieves relevant knowledge base content using embeddings
 - Combines all inputs into a structured prompt
5. OpenAI generates a response
6. The response is returned to the frontend and displayed to the user

3.8 API Overview

The backend exposes RESTful API endpoints, including:

- **POST /api/chat** → handles user messages and generates responses
- **POST /api/audit** → processes degree audit files
- **POST /api/flowchart** → processes curriculum flowchart files

These endpoints enable communication between the frontend and backend systems.

3.9 Storage Overview

The system uses a combination of storage solutions:

- **Redis:**
 - Stores chat session history
- **Pinecone:**
 - Stores vector embeddings for knowledge retrieval
- **Local Storage (Knowledge Base):**
 - Stores markdown files used as domain-specific context

4. Discipline Specific Depth (O6) NEEDS REVIEW

Algorithms & Data Structures

AdvisorAI incorporates several algorithmic approaches and data structures to efficiently process user queries, retrieve relevant information, and generate accurate responses. A key design choice is the use of vector embeddings and similarity search for information retrieval. The knowledge base is preprocessed into embeddings using the *text-embedding-3-small* model and stored in Pinecone, enabling efficient nearest-neighbor search. The retrieval operation has an approximate time complexity of $O(\log n)$ depending on the indexing strategy used by Pinecone, allowing the system to scale with increasing knowledge base size.

For document processing, rule-based parsing algorithms are used in the AuditParserService to extract structured data from degree audit PDFs. These algorithms rely on sequential parsing and pattern matching, typically operating in $O(n)$ time relative to the size of the document text. This approach ensures deterministic extraction of key fields such as completed courses and remaining requirements, prioritizing reliability over flexibility.

In-memory data structures such as lists, dictionaries, and object models (e.g., Audit, AuditSection, Course) are used to represent parsed academic data. These structures allow efficient traversal, filtering, and transformation of data before it is incorporated into AI prompts.

Additionally, Redis is used as a key-value store for maintaining chat history, enabling constant-time $O(1)$ read/write operations for storing and retrieving conversational context. This supports real-time interaction while minimizing latency.

These algorithmic choices collectively balance performance, scalability, and accuracy, ensuring that AdvisorAI can respond efficiently even as data and usage grow.

Architecture & Patterns

The system follows a modular, service-oriented architecture based on separation of concerns. The backend is decomposed into controllers and services, where each component has a clearly

defined responsibility. This improves maintainability and allows independent evolution of system components.

A layered architecture pattern is used:

- Presentation Layer (React frontend)
- Application Layer (ASP.NET controllers)
- Service Layer (business logic and AI orchestration)
- Data Layer (Redis, Pinecone, knowledge base)

This separation enables clean abstraction boundaries and simplifies debugging and testing.

The system also follows a retrieval-augmented generation (RAG) pattern, where external knowledge is retrieved and injected into the AI prompt before generating a response. This pattern improves response accuracy by grounding outputs in domain-specific data rather than relying solely on the language model.

Concurrency is handled implicitly through the stateless REST API design, allowing multiple users to interact with the system simultaneously. Each request is processed independently, while Redis provides lightweight session state for chat continuity. This design supports horizontal scaling of the backend.

State management in the frontend is handled using React hooks, particularly for managing chat messages and UI state. This allows efficient re-rendering and separation of UI logic from business logic.

Overall, the architectural decisions prioritize scalability, modularity, and clear separation between components, enabling the system to support future enhancements such as additional data sources or AI models.

Engineering Evidence

To evaluate system performance and reliability, several engineering practices were applied. While full-scale benchmarking is not yet implemented, preliminary evidence is derived from system behavior and testing results.

Performance Observations:

- Average response latency is dependent on OpenAI API calls and embedding retrieval, typically within a few seconds.
- Redis ensures minimal overhead for chat history operations due to constant-time access.
- Parsing operations for degree audits scale linearly with document size and perform efficiently for typical inputs.

Testing Evidence:

- The system includes 10 unit tests with a 100% pass rate, validating controller behavior and parsing logic.
- Tests simulate realistic scenarios, including in-memory PDF parsing, ensuring reproducibility and independence from external files.
- Test execution time (~4.3 seconds) demonstrates efficient backend processing.

Scalability Considerations:

- Use of external services (Pinecone, Redis) allows the system to scale horizontally without major architectural changes.
- Stateless API design enables load balancing and parallel request handling.
- Embedding-based retrieval ensures that increasing knowledge base size does not significantly degrade performance.

Reproducibility:

- The project includes clear setup instructions and scripts (npm install, dotnet run) for consistent local execution.
- Test helpers such as PdfTestHelper allow deterministic generation of test inputs.
- Deployment via Docker and Azure Container Apps ensures consistent runtime environments across development and production.

While more advanced profiling and load testing are identified as future work, the current implementation demonstrates a solid engineering foundation with measurable performance characteristics and reproducible workflows.

5. Implementation Notes (O2)

5.1 Repository Structure

The project follows a modular full-stack structure, divided into three main components:

- **client/**
Contains the frontend application built with React and TypeScript. This layer is responsible for user interaction, UI rendering, and communication with the backend API.
- **server/**
Contains the ASP.NET Core backend, including controllers, services, and data models. This layer handles business logic, file processing, and AI integration.
- **knowledge-base/**
Stores markdown files with FIU-specific academic resources. These files are used as contextual input for AI-generated responses.

This separation improves maintainability and allows independent development of frontend and backend components.

5.2 Backend Design

The backend follows a service-oriented architecture, where responsibilities are separated into controllers and services.

Controllers:

- **ChatController** → Handles user chat requests and orchestrates response generation
- **AuditController** → Processes uploaded degree audit PDFs
- **FlowchartController** → Processes uploaded curriculum flowcharts

Core Services:

- **ChatService**
Central component responsible for:
 - constructing prompts
 - integrating retrieved context
 - interacting with OpenAI models
 - formatting responses
- **AuditParserService**
Extracts structured academic data from degree audit PDFs using pattern matching and rule-based parsing.
- **FlowchartParserService**
Interprets curriculum flowchart images and converts them into structured data representations.
- **EmbeddingService**
Generates embeddings and retrieves relevant context from Pinecone.
- **RedisChatHistoryStore**
Maintains conversational context across a user session.

This modular design ensures separation of concerns and simplifies future extensions.

5.3 Frontend Design

The frontend is built using React with a component-based architecture.

Key pages:

- **HomePage** → Displays system overview, features, and resources
- **ChatPage** → Main interface for user interaction

Key components:

- Chat window and message display
- File upload interface
- Sidebar with resources
- Pre-chat screen

The frontend communicates with the backend through REST API calls and renders responses in markdown format for readability.

5.4 AI Integration

The system integrates AI services using OpenAI models.

- **GPT-4o** is used for generating responses
- **text-embedding-3-small** is used to generate embeddings for knowledge retrieval

The AI workflow involves:

1. Receiving user input and optional uploaded data
2. Retrieving relevant knowledge base context using embeddings
3. Constructing a structured prompt
4. Generating a response using the language model

This approach enables context-aware and personalized advising responses.

5.5 Data Models

The backend defines structured models to represent academic data.

Audit-related models:

- Audit
- AuditSection
- AuditRequirement
- Course

Flowchart-related models:

- FlowchartCurriculum
- FlowchartCourse
- FlowchartElectiveRules
- FlowchartElectiveGroup
- FlowchartElectiveCourse

These models allow the system to convert unstructured documents into structured data that can be processed and analyzed.

5.6 File Processing Strategy

The system supports multiple file types and processes them differently:

- **Degree Audit PDFs:**
Parsed using rule-based logic to extract requirements and completed courses

- **General PDFs:**
Converted to text for inclusion in AI prompts
- **Images (PNG/JPEG):**
Passed to the AI model for interpretation

This hybrid approach balances structured parsing with AI-based interpretation.

5.7 Design Decisions & Tradeoffs

Several key design decisions were made during development:

- **Rule-based parsing for audits instead of full AI parsing**
 - Improves consistency and control
 - Tradeoff: less flexibility for unexpected formats
- **Use of embeddings with Pinecone for context retrieval**
 - Improves relevance of responses
 - Tradeoff: added system complexity
- **Session-based chat history using Redis**
 - Maintains conversational context
 - Tradeoff: requires external service integration
- **Separation of frontend and backend**
 - Enables scalability and independent development
 - Tradeoff: increased integration overhead

These decisions prioritize accuracy, modularity, and extensibility.

6. Testing & Evaluation (O3)

Testing Strategy

Unit Testing

- **Framework:** MSTest
- **Mocking library:** Moq
- **Scope covered:**
 - Controller behavior and validation paths for audit upload, chat, and flowchart upload endpoints.
 - Audit parsing service behavior using a generated in-memory PDF input to validate parsing logic.
- **Test project location:** src/server/Tests

Integration Testing

- **Status:** Not implemented in the current baseline.

End-to-End (E2E) Testing

- **Status:** Not implemented in the current baseline.

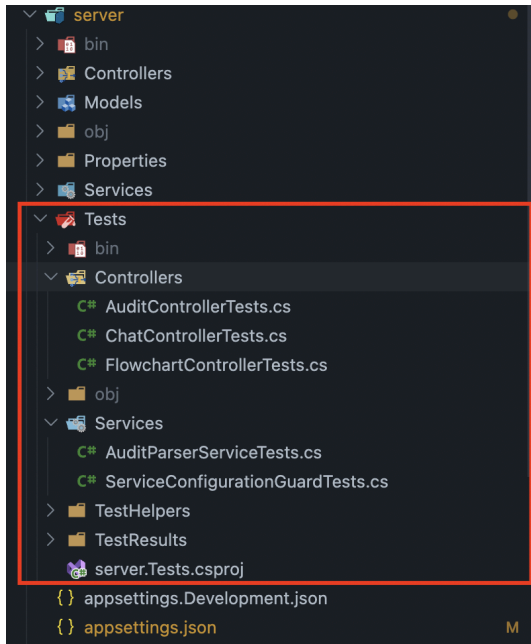
Coverage Summary

Current automated test coverage is focused on backend unit tests for:

- **Controllers:**
 - server/Controllers/AuditController.cs
 - server/Controllers/ChatController.cs
 - server/Controllers/FlowchartController.cs
- **Services:**
 - server/Services/AuditParserService.cs

Test Locations

- **Test Project:**
 - server/Tests/server.Tests.csproj
- **Controller Tests**
 - server/Tests/Controllers/AuditControllerTests.cs
 - server/Tests/Controllers/ChatControllerTests.cs
 - server/Tests/Controllers/FlowchartControllerTests.cs
- **Service Test(s)**
 - server/Tests/Services/AuditParserServiceTests.cs
 - server/Tests/Services/ServiceConfigurationGuardTests.cs
- **Shared Test Helper(s)**
 - server/Tests/TestHelpers/[PdfTestHelper.cs](#)
 - Purpose: generates a minimal in-memory PDF used by parser unit tests so tests do not rely on external files.



Implemented Tests:

- 10 Total Unit Tests
- 100% Passing

Not Yet Covered:

- Integration-level behavior across external dependencies (OpenAI, Pinecone, Redis).
- End-to-end frontend-to-backend workflows.
- Formal line/branch coverage reporting percentage (no coverage collector configured yet).

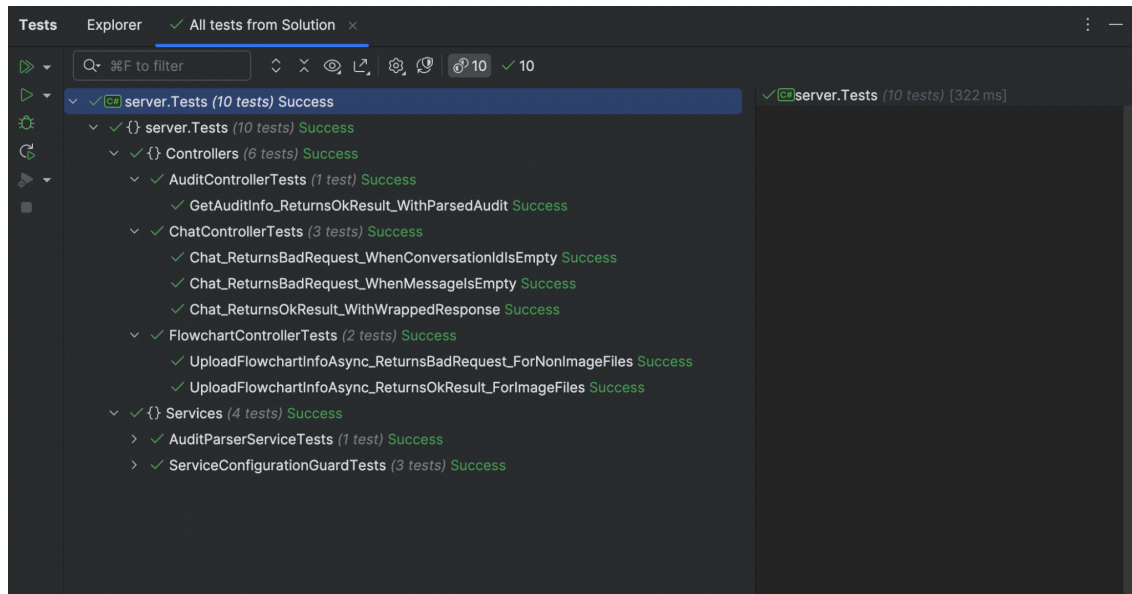
KPIs / Metrics

Latest measured test execution metrics:

- **Total tests:** 10
- **Passed:** 10
- **Failed:** 0
- **Skipped:** 0
- **Pass rate:** 100%
- **Unit test execution duration:** 4.3s

Build/test quality signals observed during run:

- **Test command:** dotnet test AdvisorAI.slnx
- **Build warnings present:**
 - Known upstream package vulnerability warning for Microsoft.SemanticKernel.Core (NU1904)
 - Nullable warnings in EmbeddingService



Current Conclusion

The project currently has a functioning backend unit test baseline with full pass rate for implemented tests. Integration, E2E, and dedicated performance test suites are still open work items for future testing phases.

7. Security, Privacy, Accessibility & Compliance (O5)

Api Keys

API keys in this project are intentionally left empty in the repository configuration so that sensitive credentials are not committed to the remote repository. This protects against accidental leakage through Git history, forks, pull requests, and public or shared repository access. During runtime though, the real values are injected through secure environment configuration (Azure KeyVault), which keeps secrets separated from code and easier to rotate without code changes. Keeping placeholders in the repo also makes the required configuration explicit for developers while preserving a safer default posture for deployment.

```
{ } appsettings.json M X
server > { } appsettings.json > ...
1 {
2   "Logging": {
3     "LogLevel": {
4       "Default": "Information",
5       "Microsoft.AspNetCore": "Warning"
6     }
7   },
8   "AllowedHosts": "*",
9   "Secrets": {
10    "Source": "AppSettings"
11  },
12  "OPENAI_API_KEY": "",
13  "PINECONE_API_KEY": "",
14  "REDIS_CONNECTION": ""
15 }
```

Redis Cache

Redis is used only to store lightweight chat history context, not uploaded file binaries or full document content. It functions as a short-lived conversational memory layer so the AI Advisor can respond coherently across messages, acting as a HistoryStore. Moreover, for added security the chat entries are configured to expire automatically after 5 hours, reducing exposure risk if cached data was ever accessed by an unwanted party.

The screenshot shows the Redis Databases interface for a database named 'advisor-ai'. The 'Browse' tab is active, displaying a list of keys under the 'chat' namespace. Two keys are visible, both of type 'STRING' and 1 KB in size, with a TTL of 1 hour. The selected key is 'chat:9e310c24-bd8d-47cf-8cf9-579d310359be'. The right-hand pane shows the value of this key, which is a JSON array of chat messages. The first message is from a 'user' role, asking for relevant degree requirements. The second message is from an 'assistant' role, providing a detailed response about degree requirements and contact information for the Honors College at FIU.

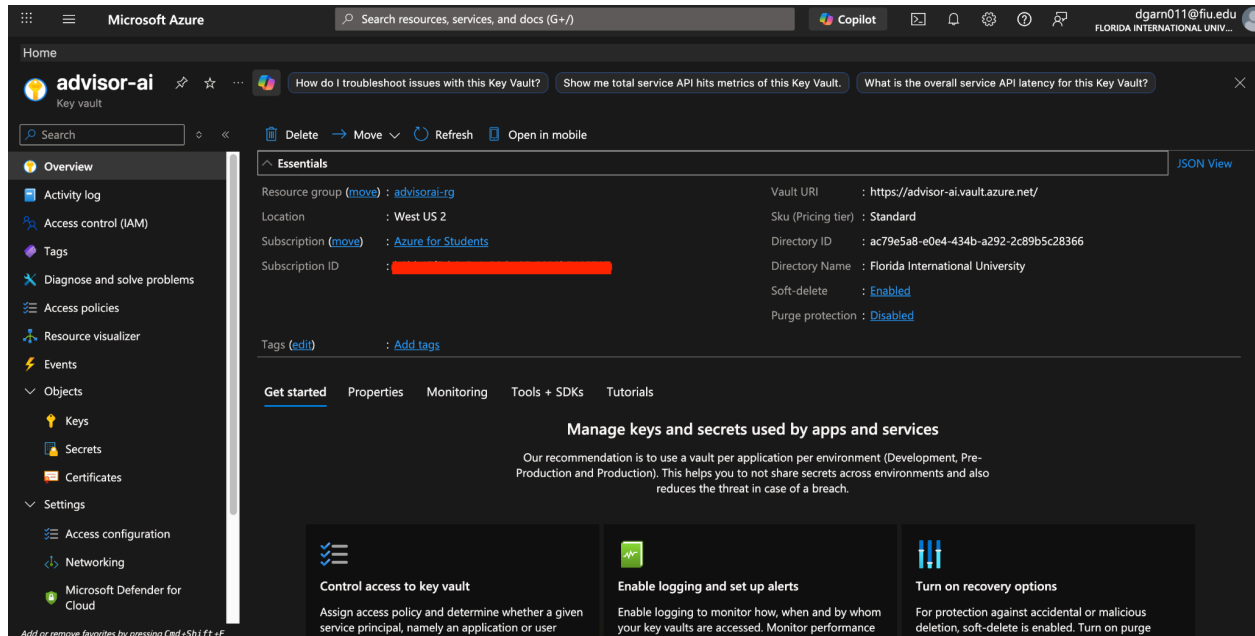
Key	Type	Size	TTL
chat:4e2c76a4-6100-4f49-8f6b-e5987e8cfc1f	STRING	1 KB	1 h
chat:9e310c24-bd8d-47cf-8cf9-579d310359be	STRING	1 KB	1 h

Selected Key: chat:9e310c24-bd8d-47cf-8cf9-579d310359be (1 KB, Length: 954, TTL: 4811)

```
[{"Role": "user", "Content": "Relevant Degree Requirements ---\n\n0022## Contact Information\n- Email: honors@fiu.edu\n- Phone: (305) 348-4100\n- Location: The Honors College, Modesto A. Maidique Campus, DM 353\n- Hours: Monday-Friday, 8:30 AM-5:00 PM\n\n0022## Contact Information\n- Email: caseadvising@fiu.edu\n- Advising Phone: 305-348-2978\n\n--\n\n0022## Contact Information\n- OneStop: 305-348-7000\n- Financial Aid Office: 305-348-7272\n- Email: OneStop@fiu.edu\n\n0022## Contact Information\n- OneStop: 305-348-7000\n- Financial Aid: 305-348-7272\n- Email: OneStop@fiu.edu\n\n0022## Contact Information\n- OneStop: 305-348-7000\n- Financial Aid: 305-348-7272\n- Email: OneStop@fiu.edu\n\n\nStudent question: hello, just say hi."}, {"Role": "assistant", "Content": "Hello! If you have any questions about your academic journey or need assistance at FIU, feel free to ask."}]
```

Azure Secrets

Azure secrets/config support was used to keep sensitive values out of source code and inject runtime configuration securely. This setup gave a balance of cloud reliability, operational simplicity, and secure configuration management for production deployment.



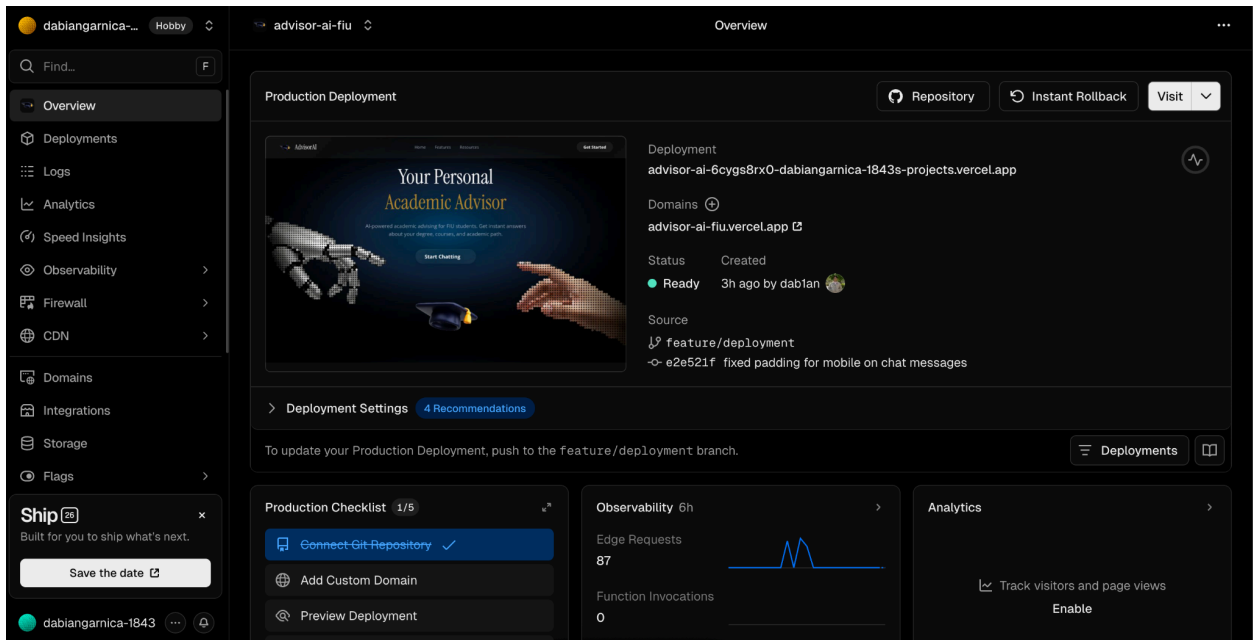
8. Deployment & Operations

For access to deployment workspaces email (dgarn011@fiu.edu or gsald008@fiu.edu)

Frontend

i. Vercel

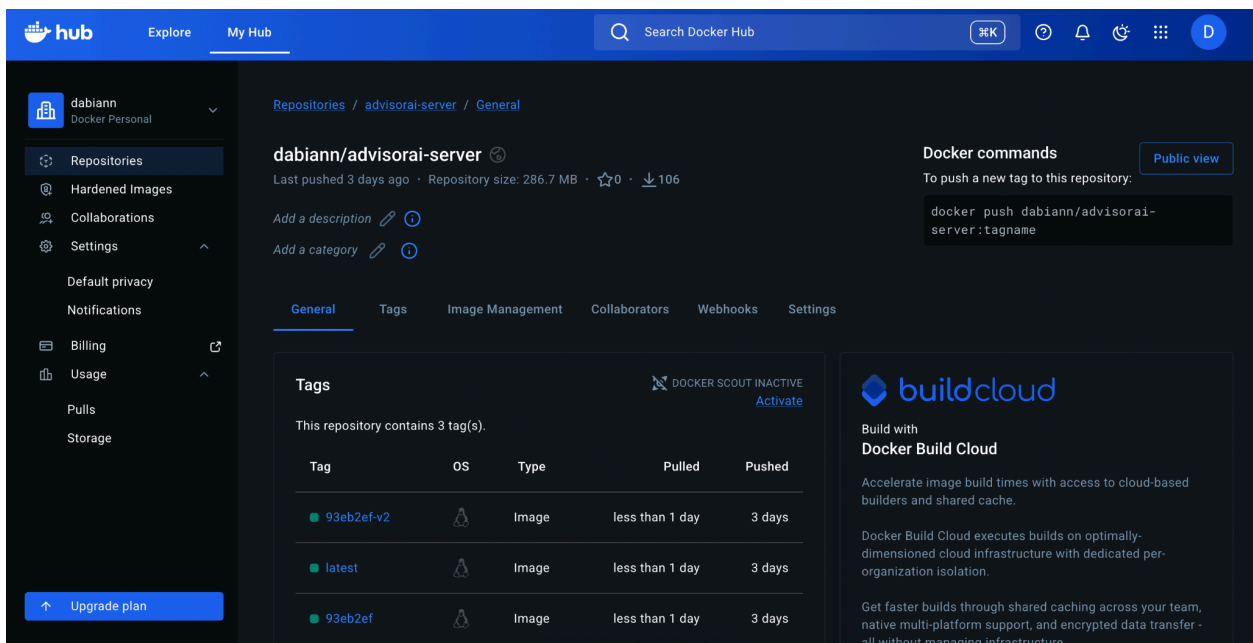
Vercel was used to deploy the frontend quickly with minimal operational overhead. It integrates smoothly with modern React/Vite workflows and provides fast global hosting for static assets. This allowed the team to focus on application behavior rather than frontend infrastructure setup.



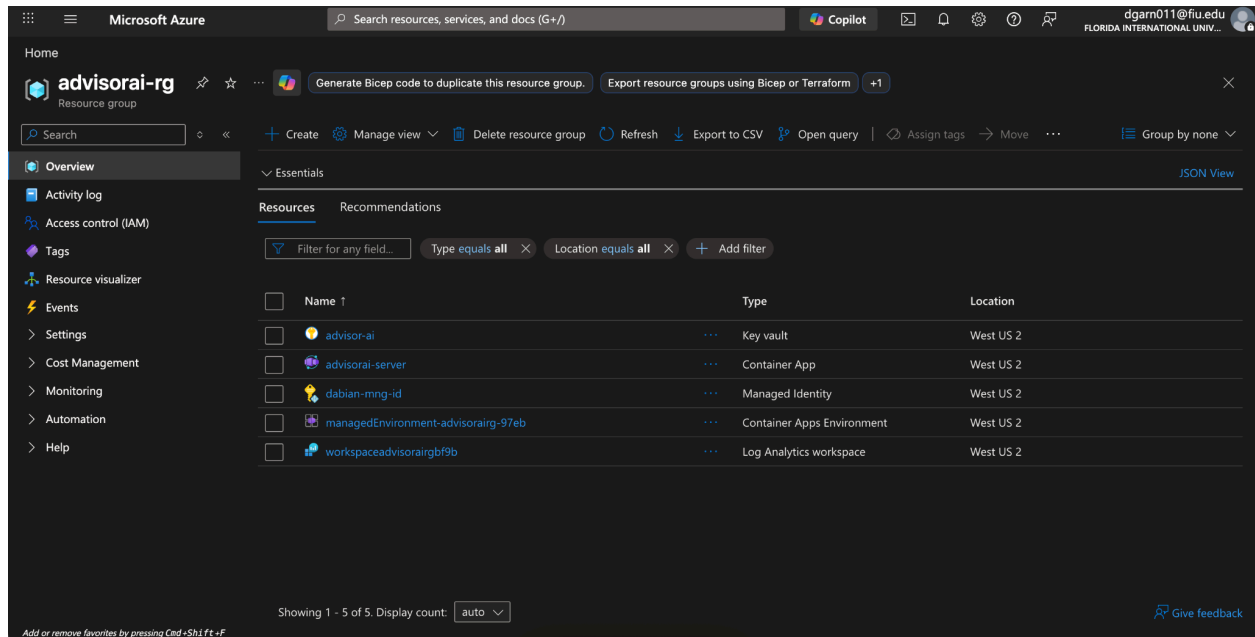
Backend

i. Docker / DockerHub

Azure Container Apps was used to host the backend API with managed container infrastructure and built-in ingress/scaling capabilities. It provided a practical way to deploy the Dockerized .NET service without managing full VM or Kubernetes clusters directly. Azure secrets/config support was used to keep sensitive values out of source code and inject runtime configuration securely.

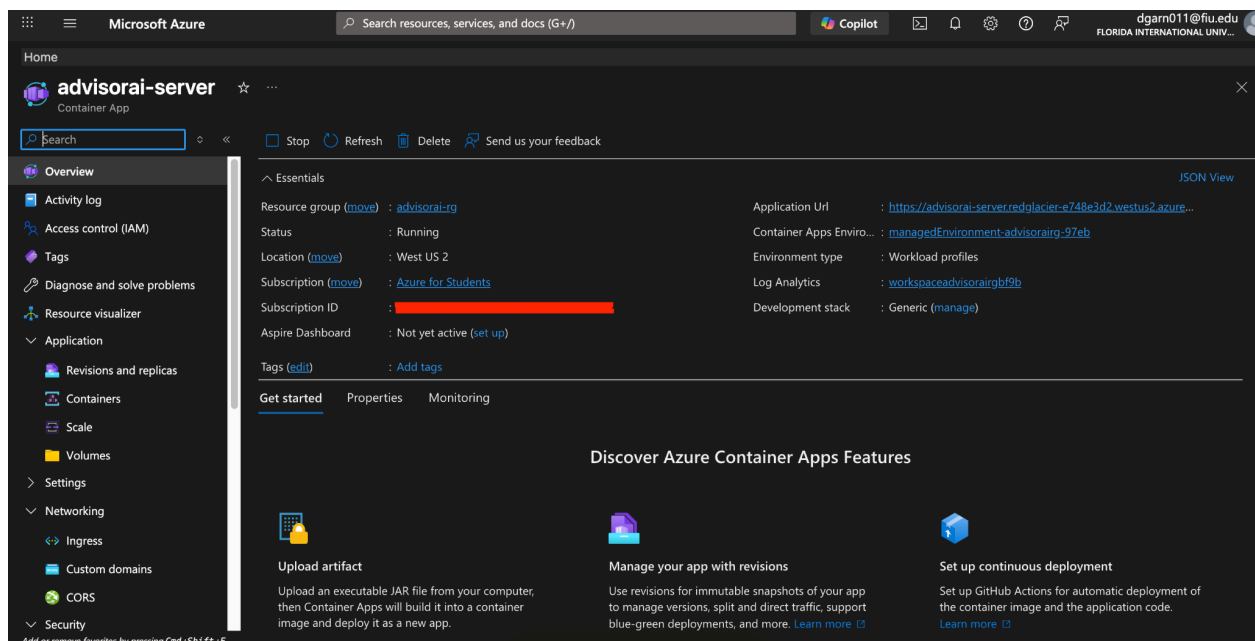


ii. Azure



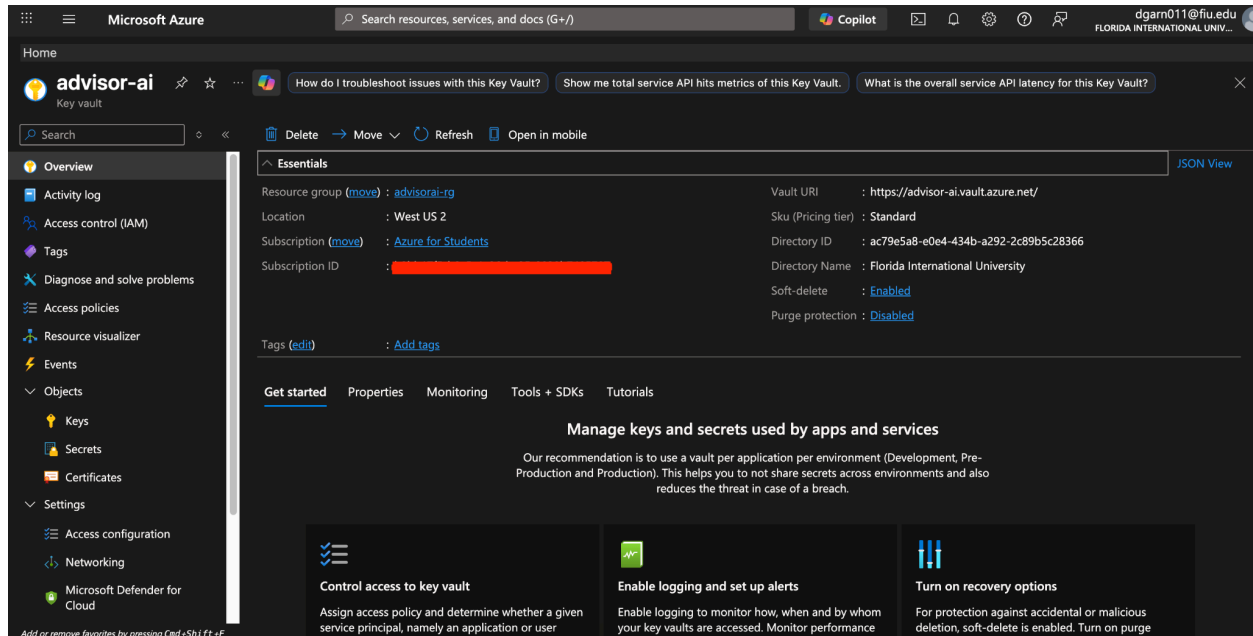
Azure Container Apps

Azure Container Apps was used to host the backend API with managed container infrastructure and built-in ingress/scaling capabilities. It provided a practical way to deploy the Dockerized .NET service without managing full VM or Kubernetes clusters directly.



Azure Secrets

Azure secrets/config support was used to keep sensitive values out of source code and inject runtime configuration securely. This setup gave a balance of cloud reliability, operational simplicity, and secure configuration management for production deployment.



9. Limitations & Future Work

Limitations

- **FERPA Limitations**
 - FERPA restricts access to student records, making automated personalized data retrieval nearly impossible.
 - FIU does not expose or provide a public API for degree audits, thus students must manually upload their PDF.
 - Not having access to APIs makes it more difficult to understand missing requirements for student's graduation and currently taken classes in a strict and consistent format, requiring an AuditParser class to do so.
- **Limited Data & Knowledge Base**
 - Each major has unique requirements, and prerequisite sequences that need to be individually embedded through the use of Flowchart parsing and then manual confirmation, again due to a lack of provided FIU APIs.

- **Static Information & No Auto-Update:**
 - The knowledge base is static, information like calendars, flowcharts and manually scraped data, once embedded, does not update when FIU changes publicly available information.

Future Work

- **Access to MyFIU APIs**
 - Having FIU provide a student-facing API would allow AdvisorAI to pull live and personalized audit data, eliminating the PDF parsing that may become difficult to maintain if audit formats change.
- **Expanding Current Knowledge Base**
 - Expanding embeddings to cover all FIU programs, minors, double major combination, and prerequisite chains via a systematic ingestion pipeline
- **Access to FIU Knowledge Base / Web Scraper**
 - Having dedicated access to APIs that provide us with information regarding calendar dates, up to date scholarship information and flowchart data would allow for a consistent way to do polling updates and upgrade the PineconeDB vector database.
 - Alternatively, a web scraper and scheduled pipeline targeting FIU's catalog and academic calendar pages to periodically re-ingest updated content would keep answers current without the need for manual intervention.

10. References

Citation and references used throughout the project and its different designated sections.

10.1 AI & Retrieval Section

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10.2 Backend

[5] Microsoft, "ASP.NET Core Documentation," Microsoft Learn, 2024. [Online]. Available: <https://learn.microsoft.com/en-us/aspnet/core>

[6] Microsoft, "Semantic Kernel Documentation," Microsoft Learn, 2024. [Online]. Available: <https://learn.microsoft.com/en-us/semantic-kernel/overview>

[7] Redis Ltd., "Redis Documentation," Redis, 2024. [Online]. Available: <https://redis.io/docs>

10.3 PDF Parsing

[8] UglyToad, "PdfPig — PDF Library for .NET," GitHub, 2024. [Online]. Available: <https://github.com/UglyToad/PdfPig>

10.4 Frontend

[9] Meta Open Source, "React Documentation," React, 2024. [Online]. Available: <https://react.dev>

[10] Evan You et al., "Vite Documentation," Vite, 2024. [Online]. Available: <https://vitejs.dev>

[11] Tailwind Labs, "Tailwind CSS Documentation," Tailwind CSS, 2024. [Online]. Available: <https://tailwindcss.com/docs>

10.5 TypeScript

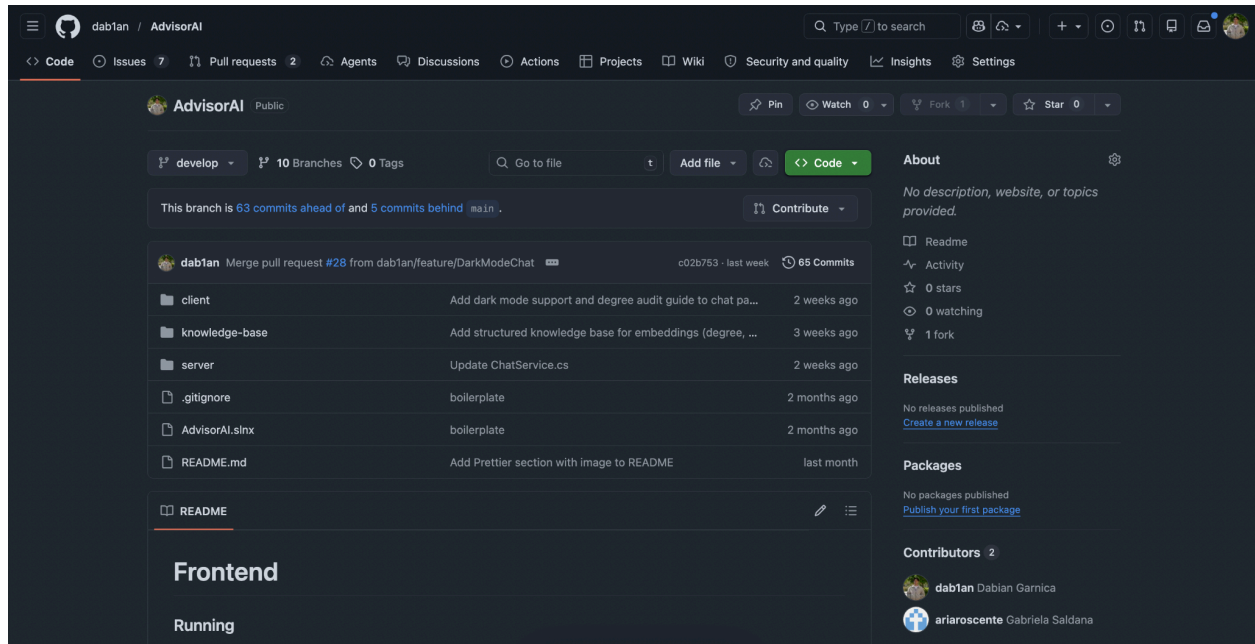
[12] Microsoft, "TypeScript Documentation," TypeScript, 2024. [Online]. Available: <https://www.typescriptlang.org/docs>

Appendices (Evidence & How-To)

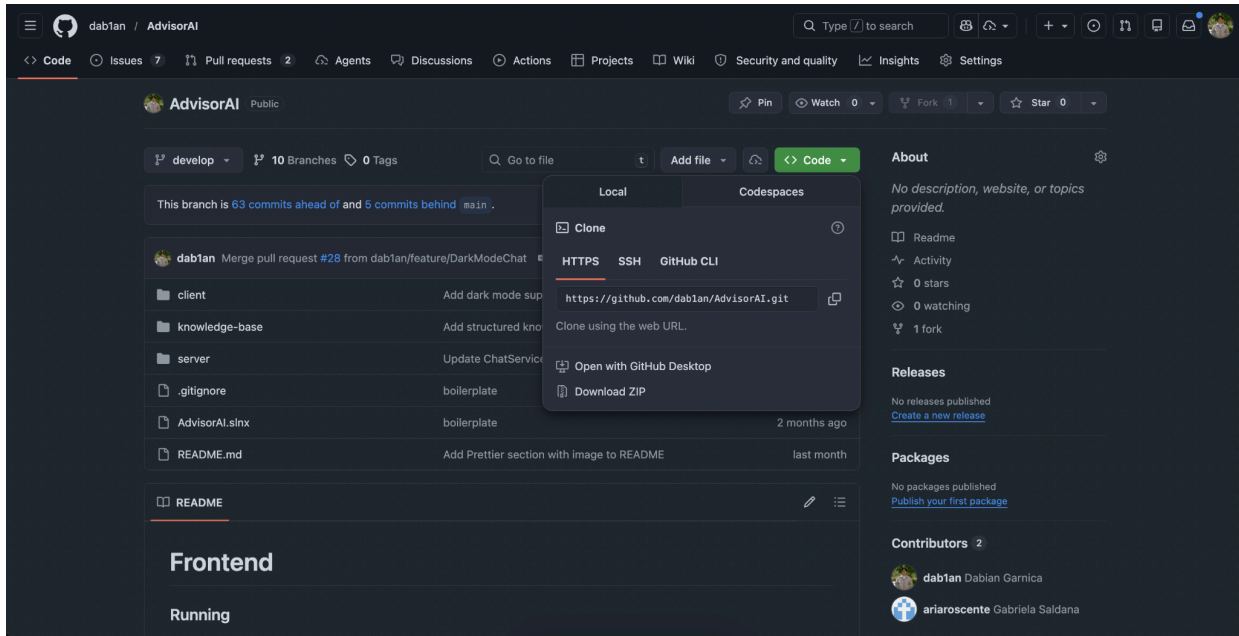
A. Installation Guide (step-by-step with screenshots)

Users are able to run the web application seamlessly on their local devices through the use of Github and an IDE of their choice

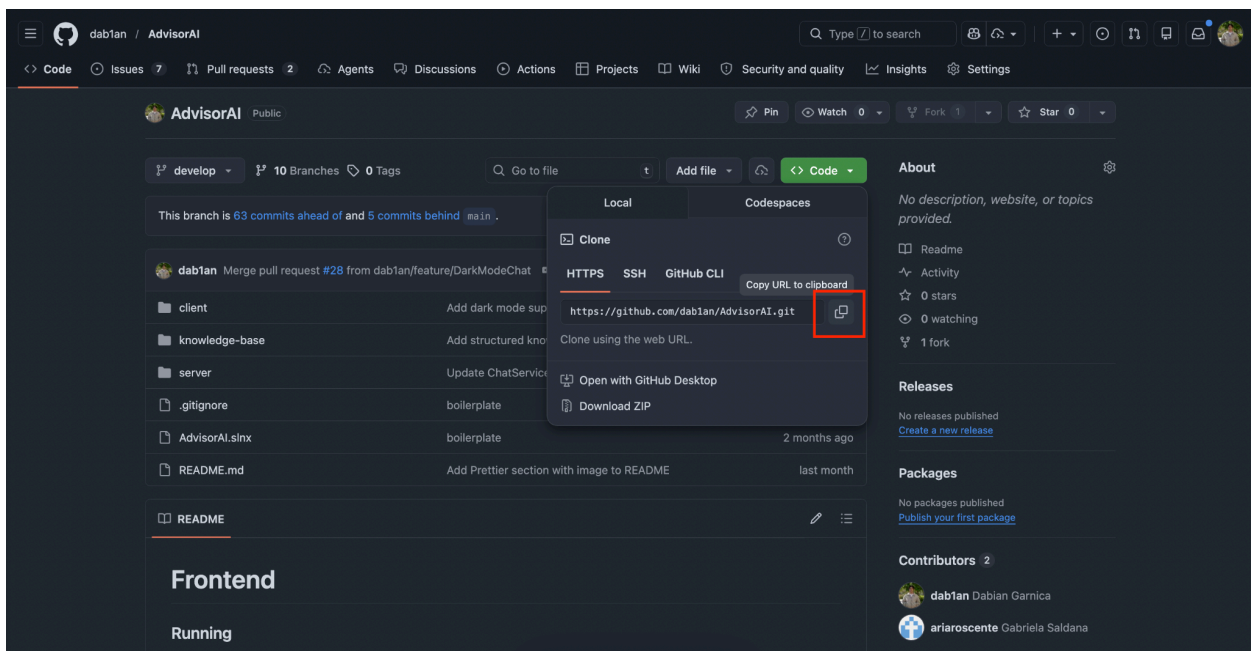
1. Navigate to the Github Repository (<https://github.com/dab1an/AdvisorAI>)



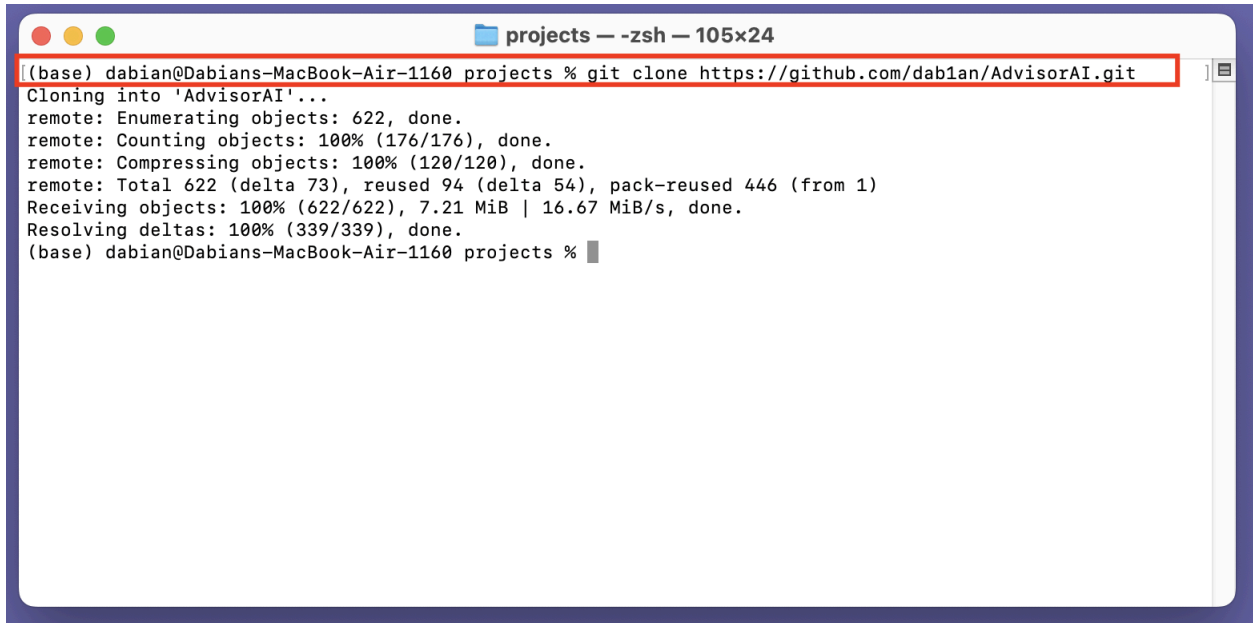
2. Click the “Code” Button



3. Click the copy button



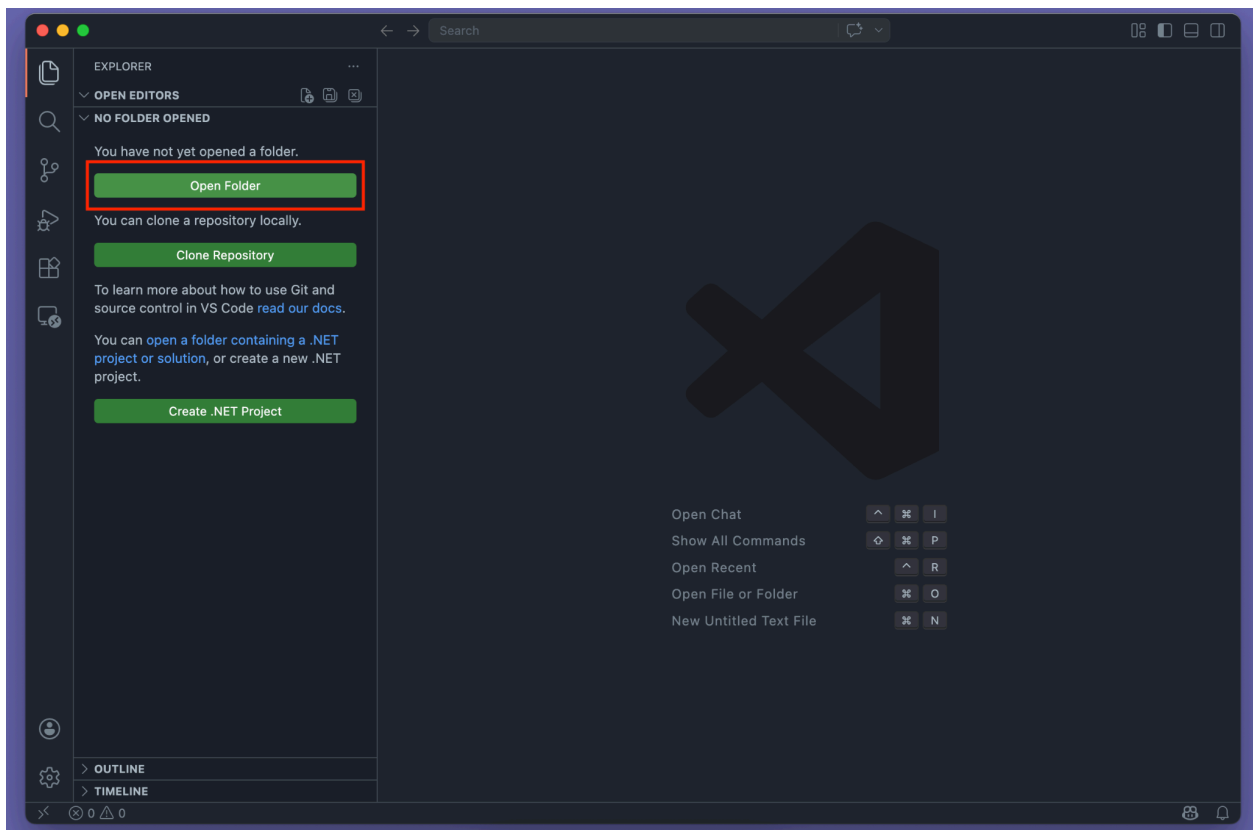
4. Open Terminal and cd to the directory you would like to store the project, then enter **git clone <repository url>**

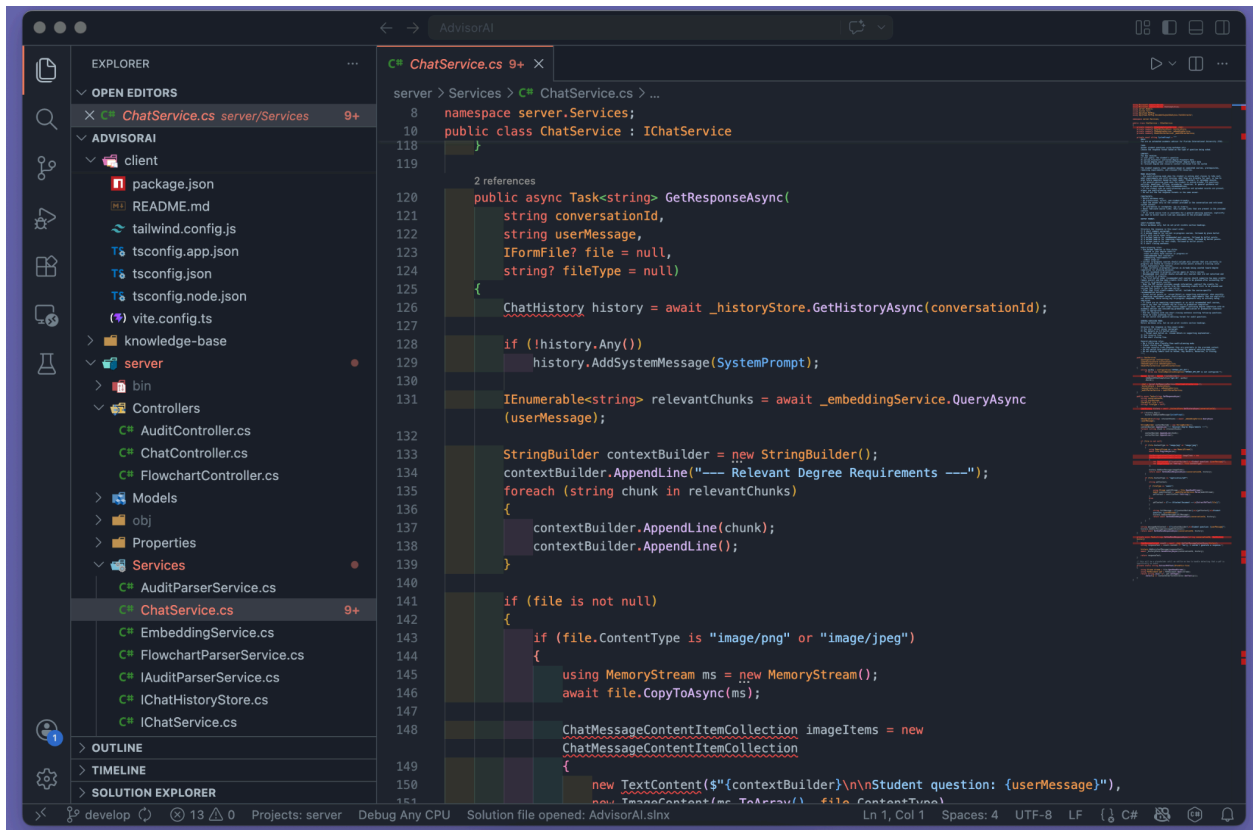
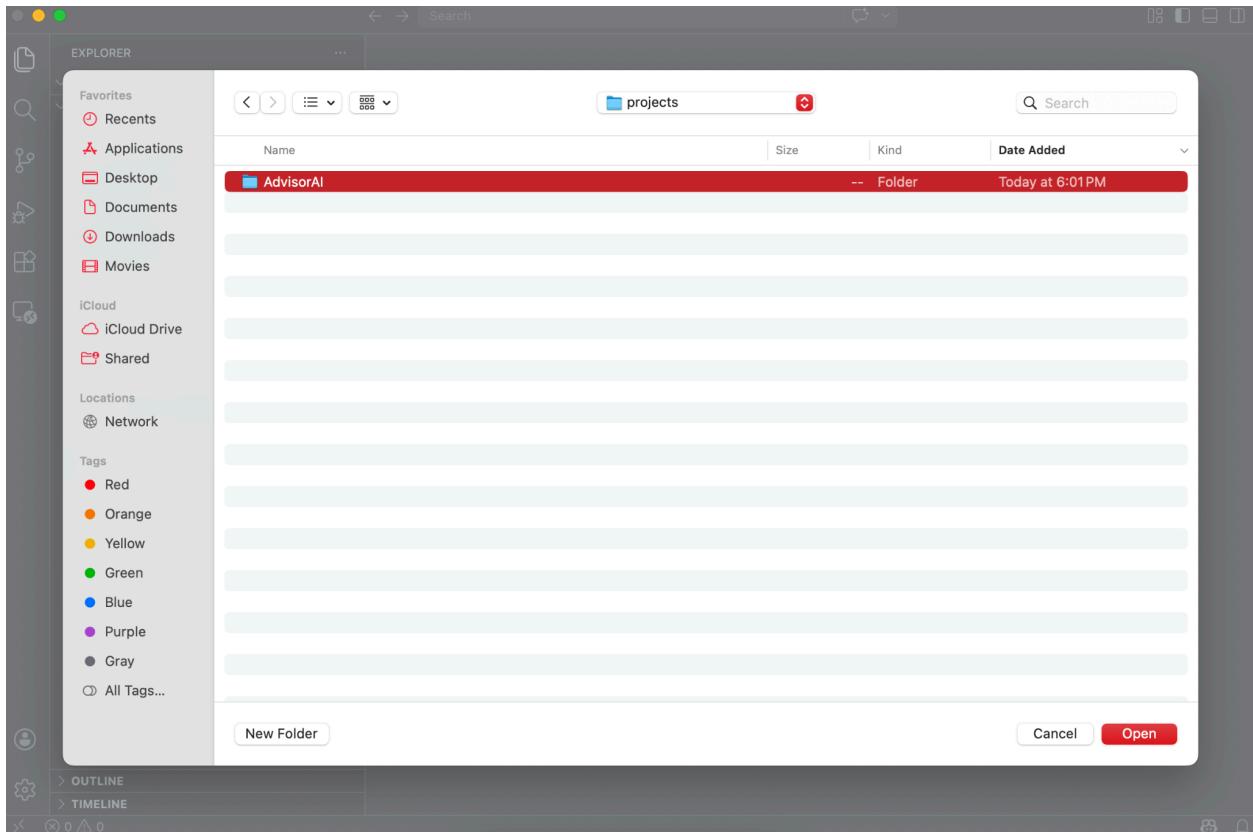


A terminal window titled "projects — -zsh — 105x24" is shown. The command `git clone https://github.com/dab1an/AdvisorAI.git` has been executed. The output shows the cloning process into the 'AdvisorAI' directory, including enumerating, counting, and compressing objects, and resolving deltas. The terminal text is as follows:

```
(base) dabian@Dabians-MacBook-Air-1160 projects % git clone https://github.com/dab1an/AdvisorAI.git
Cloning into 'AdvisorAI'...
remote: Enumerating objects: 622, done.
remote: Counting objects: 100% (176/176), done.
remote: Compressing objects: 100% (120/120), done.
remote: Total 622 (delta 73), reused 94 (delta 54), pack-reused 446 (from 1)
Receiving objects: 100% (622/622), 7.21 MiB | 16.67 MiB/s, done.
Resolving deltas: 100% (339/339), done.
(base) dabian@Dabians-MacBook-Air-1160 projects %
```

5. Open your IDE of choice and open the folder **AdvisorAI** folder that was created in your chosen directory - this is the cloned project





B. User Manual (task-oriented walkthroughs)

Video Walkthrough Link

Example 1. User Question: What are my remaining classes to graduate?

The screenshot shows the AdvisorAI chat interface. On the left is a dark blue sidebar with the AdvisorAI logo at the top. Below the logo is a 'Helpful Resources' section with links to Career & Talent Development, FIU Academic Calendar, CASE Drop-In Advising, Undergraduate Advising, and Graduate Advising. Below that is a 'Help us Improve!' section with links to Make a Suggestion, Report a Problem, and Leave a Review. At the bottom of the sidebar is a 'New Chat' button and the FIU Florida International University logo.

The main chat area has a light gray background. At the top right, there is a text input field with the placeholder text 'What are my remaining classes to graduate?' and a file upload button labeled 'nicolas_PDA (1).pdf'. Below the input field, the chat message reads: 'Based on your Panther Degree Audit, you are close to completing your degree requirements, but you have a few classes and credit requirements left to fulfill. You currently have courses in progress: CAI4002 Artificial Intelligence, COS3095 Technology in the Global Arena, COP4555 Prin Of Prog Lang, COT3541 Logic For Comp Sci, STA3033 Intro to Prob & Stats for CS, DIS3038 Honors Seminar V, COP4710 Database Management, BSC2011 General Biology II, BSC2011L Gen Biology Lab II, CEN4010 Software Eng I, CIS4951 Capstone II, COP4338 Systems Programming. Recommended next courses: Credits Remaining: 6 additional credits to reach the 120 credits required for graduation. Core Courses Needed: Finish either CNT4713 Net-centric Computing or COP4610 Operating Syst Princ. Elective Course Requirement: Complete any remaining elective courses not yet addressed from the Computer Science BS electives. Remaining requirements: Honors Curriculum: 3 additional Honors credits needed to satisfy the Honors College requirements. Next steps: Consult with your academic advisor to confirm your audit and plan for the completion of your remaining courses. Consider options for fulfilling additional credit requirements, such as elective courses that fit your schedule and interests. Verify you are meeting all the Honors College obligations and graduation deadlines. You're on a promising path. Ensure to follow through with any in-progress courses to'. At the bottom of the chat area is a dark blue input field with the placeholder text 'Ask a question...' and a send button.

Example 2. User Question: What sequence of classes do I need to take COP4555

The screenshot shows the AdvisorAI chat interface. On the left is a dark blue sidebar with the AdvisorAI logo at the top. Below the logo is a 'Helpful Resources' section with links to Career & Talent Development, FIU Academic Calendar, CASE Drop-In Advising, Undergraduate Advising, and Graduate Advising. Below that is a 'Help us Improve!' section with links to Make a Suggestion, Report a Problem, and Leave a Review. At the bottom of the sidebar is a 'New Chat' button and the FIU Florida International University logo.

The main chat area has a light gray background. At the top right, there is a text input field with the placeholder text 'What sequence of classes do I need to take COP4555'. Below the input field, the chat message reads: 'Credits Remaining: 6 additional credits to reach the 120 credits required for graduation. Core Courses Needed: Finish either CNT4713 Net-centric Computing or COP4610 Operating Syst Princ. Elective Course Requirement: Complete any remaining elective courses not yet addressed from the Computer Science BS electives. Remaining requirements: Honors Curriculum: 3 additional Honors credits needed to satisfy the Honors College requirements. Next steps: Consult with your academic advisor to confirm your audit and plan for the completion of your remaining courses. Consider options for fulfilling additional credit requirements, such as elective courses that fit your schedule and interests. Verify you are meeting all the Honors College obligations and graduation deadlines. You're on a promising path. Ensure to follow through with any in-progress courses to complete your degree requirements fully. Let me know if you have any other questions!'. Below the chat message, there is a text input field with the placeholder text 'To enroll in COP4555 - Programming Languages, you need to complete the prerequisites in the following order: 1. COP2210 - Programming I: You have already completed this course. 2. COP3337 - Programming II: You have already completed this course. 3. COP3530 - Data Structures: You have already completed this course. Since you have completed all the necessary prerequisites, you are eligible to take COP4555 at this time. If you have more questions or need further guidance, please let me know!'. At the bottom of the chat area is a dark blue input field with the placeholder text 'Ask a question...' and a send button.

Example 3. User Question: What scholarships am I eligible for?

AdvisorAI

Helpful Resources

Career & Talent Development

FIU Academic Calendar

CASE Drop-In Advising

Undergraduate Advising

Graduate Advising

Help us Improve!

Make a Suggestion

Report a Problem

Leave a Review

New Chat

FIU
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UNIVERSITY

What sequence of classes do I need to take COP4555

To enroll in COP4555 - Programming Languages, you need to complete the prerequisites in the following order:

1. COP2210 - Programming I: You have already completed this course.

2. COP3337 - Programming II: You have already completed this course.

3. COP3530 - Data Structures: You have already completed this course.

Since you have completed all the necessary prerequisites, you are eligible to take COP4555 at this time. If you have more questions or need further guidance, please let me know!

Eligibility for scholarships at FIU can vary based on several factors including academic merit, departmental criteria, financial need, and specific program requirements. Here's how you can determine which scholarships are available to you:

Key Details:

Scholarship Types: FIU provides merit-based, departmental, first-generation, external, and prestigious scholarships, such as Bright Futures.

Search and Application: Use the FIU Scholarship Search platform to find scholarships relevant to your qualifications. It allows you to filter scholarships based on your specific criteria.

Application Timing: The primary application period is between January and March, though scholarships can be available year-round.

Resources: For detailed information and to explore scholarship opportunities, visit the [Office of Scholarships website](#). You can also contact them at scholarships@fiu.edu or 305-348-0349.

Contact the Office of Scholarships if you need personalized guidance or have further questions.

What scholarships am I eligible for?

Ask a question...

Example 4. User Question: Can I add a math double major?

AdvisorAI

Helpful Resources

Career & Talent Development

FIU Academic Calendar

CASE Drop-In Advising

Undergraduate Advising

Graduate Advising

Help us Improve!

Make a Suggestion

Report a Problem

Leave a Review

New Chat

FIU
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Resources: For detailed information and to explore scholarship opportunities, visit the [Office of Scholarships website](#). You can also contact them at scholarships@fiu.edu or 305-348-0349.

Contact the Office of Scholarships if you need personalized guidance or have further questions.

Can I add a math double major?

Adding a double major in mathematics to your existing Computer Science (CS) degree program is a viable option and can complement your studies well, especially given the strong math requirements of the CS degree. Here are some considerations to keep in mind:

Key Details:

Math and CS Overlap: Your CS degree already requires courses such as Calculus I, Calculus II, and Probability and Statistics which may count toward math major requirements.

Minors and Additional Majors: While your CS major has specific course requirements, you may use some electives to start fulfilling mathematics major requirements.

Advising and Graduation Timeline: Adding a second major can extend your time to graduation unless you plan carefully to combine requirements.

Next Steps:

Contact your academic advisor to discuss the specifics of adding a mathematics double major. They can provide tailored advice based on your completed coursework and remaining degree requirements.

Review the mathematics degree requirements to determine additional courses needed and how they fit into your current schedule.

To explore this option further and begin the process, reach out to the advising office appropriate for your college or department. They can offer more detailed guidance tailored to your situation. Let me know if you have any other questions!

Ask a question...

Example 5. User Question: What could hinder my graduation?

AdvisorAI

Helpful Resources

- Career & Talent Development
- FIU Academic Calendar
- CASE Drop-In Advising
- Undergraduate Advising
- Graduate Advising

Help us Improve!

- Make a Suggestion
- Report a Problem
- Leave a Review

New Chat

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- Review the mathematics degree requirements to determine additional courses needed and how they fit into your current schedule.

To explore this option further and begin the process, reach out to the advising office appropriate for your college or department. They can offer more detailed guidance tailored to your situation. Let me know if you have any other questions!

What could hinder my graduation?

Several factors could potentially delay or hinder your graduation. Here are key areas to be mindful of:

Satisfactory Academic Progress (SAP): Falling below the required academic progress standards could affect your eligibility for financial aid, which in turn might impact your ability to complete courses needed for graduation.

Graduation Deadlines: Missing critical application deadlines for graduation could postpone your graduation date. It's important to apply for graduation within the timelines specified by FIU.

Honors College Requirements: If you are part of the Honors College, failing to maintain continuous engagement, not earning the required Honors credits, or not achieving a B average in Honors courses could prevent you from meeting graduation requirements.

Key Details:

- GPA Maintenance:** A minimum cumulative GPA of 3.3 is required if graduating through the Honors College.
- Credit Completion:** Ensure you have completed all degree requirements, including total credits needed and required courses.

Resources: For more information and specific guidance, consider visiting the [Honors College Graduation Requirements webpage](#).

Stay proactive by regularly consulting with your academic advisor to ensure you are on track to meet all graduation requirements. Let me know if there's anything else you'd like to know!

Ask a question...

Example 6. User Question: What can speed up my graduation?

AdvisorAI

Helpful Resources

- Career & Talent Development
- FIU Academic Calendar
- CASE Drop-In Advising
- Undergraduate Advising
- Graduate Advising

Help us Improve!

- Make a Suggestion
- Report a Problem
- Leave a Review

New Chat

FIU
FLORIDA
INTERNATIONAL
UNIVERSITY

Resources: For more information and specific guidance, consider visiting the [Honors College Graduation Requirements webpage](#).

Stay proactive by regularly consulting with your academic advisor to ensure you are on track to meet all graduation requirements. Let me know if there's anything else you'd like to know!

What can speed up my graduation?

To accelerate your path to graduation, consider the following strategies:

Plan Flexible Course Scheduling: Utilize online and summer course offerings to fit more credits into your schedule without overloading during the traditional semesters. This can help you complete requirements faster.

Leverage Honors Options: Use the flexibility within the Honors College by selecting seminar sequences and other Honors options that fit your schedule and interests, and that might be offered in expedited formats like study abroad or ARCH sequences.

Monitor Credits and Requirements: Make sure you have a clear understanding of the total credits and specific course requirements needed, and keep in close contact with your academic advisor to quickly address any unexpected gaps or issues.

Key Details:

- Honors Flexibility:** Take advantage of Honors College offerings that fit different formats (e.g., seminars, online courses, study abroad) to meet requirements efficiently.
- GPA Maintenance:** Continue to maintain the necessary GPA to ensure smooth continuation through your program.

Resources: More details on the options available can be found on the [Honors College Graduation Requirements webpage](#).

Consult your academic advisor regularly to customize a plan that aligns with your graduation goals. Let me know if there's anything more specific you'd like to explore!

Ask a question...

C. Admin/Operations Guide (runbook, on-call, backup/restore)

Frontend/Client

i. NodeJS

In order to install the required packages and dependencies and execute the underlying JavaScript on your local machine, you must first install **NodeJS**.

NodeJS Install Link: <https://nodejs.org/en/download>

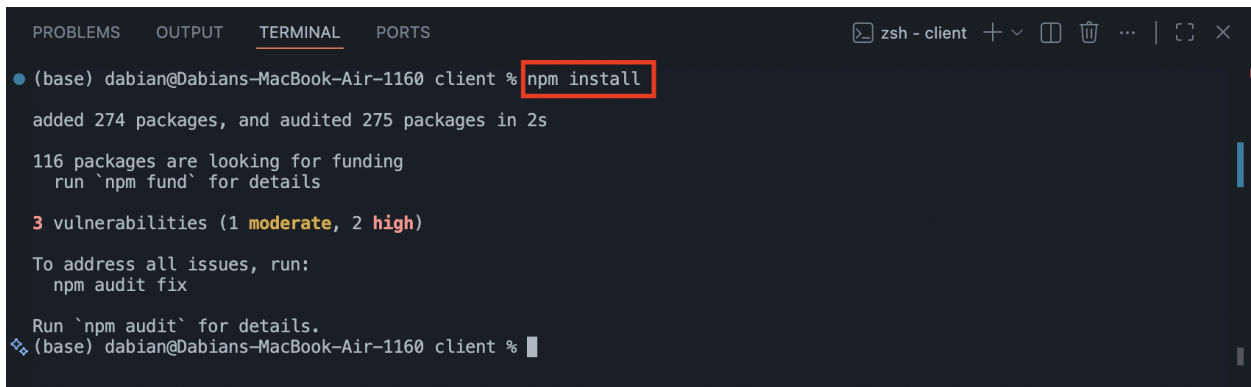
NodeJS Install Tutorial: [How to Install Node.JS and NPM on Windows](#)

ii. Node Package Manager (npm)

After installing NodeJS, it will allow you to make use of the Node Package Manager in order to install all the node packages contained within package-lock.json

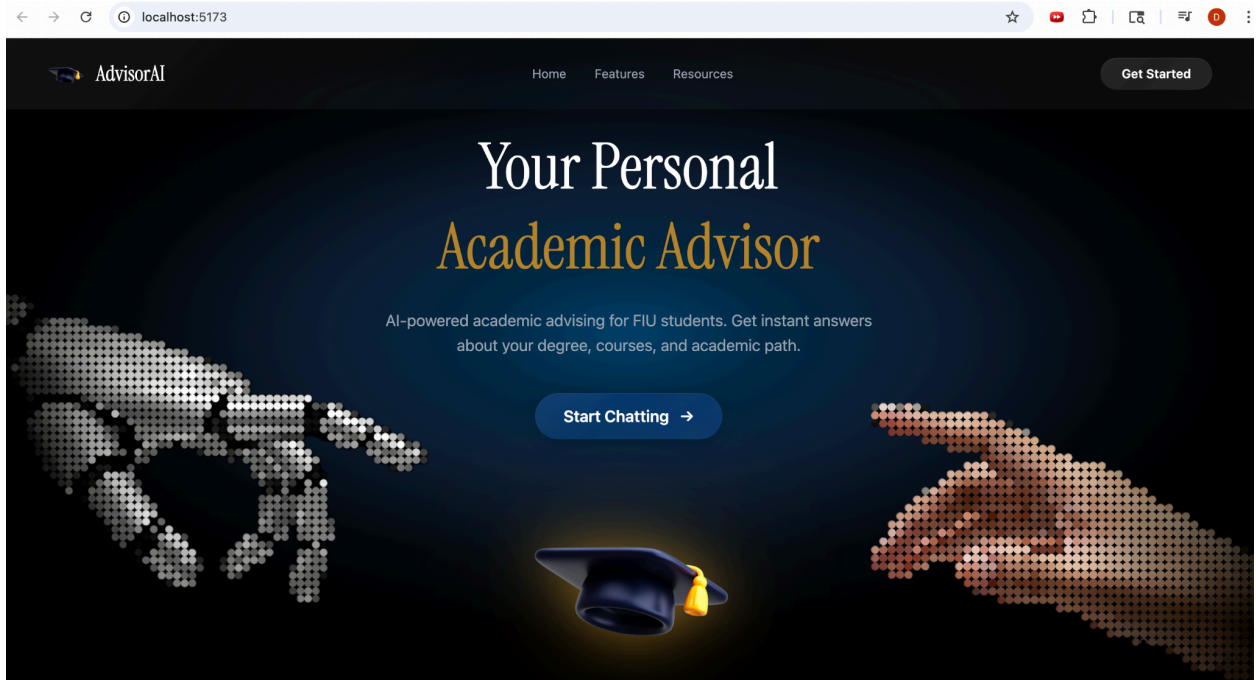
npm Site: <https://www.npmjs.com/>

In order to install these packages, cd to **client** directory of the project and enter “**npm install**”

A screenshot of a terminal window with a dark background. The terminal title bar shows 'zsh - client'. The prompt is '(base) daban@dabians-MacBook-Air-1160 client %'. The command 'npm install' is entered and highlighted with a red box. The output shows 'added 274 packages, and audited 275 packages in 2s', '116 packages are looking for funding', and '3 vulnerabilities (1 moderate, 2 high)'. It also suggests running 'npm audit fix' and 'npm audit' for details. The prompt returns to '(base) daban@dabians-MacBook-Air-1160 client %'.

ii. Vite

This project frontend is built using the Vite framework. In order to run and access the frontend code to be compiled and displayed on localhost, the terminal should again be accessed to enter “**npm run dev**”



iv. Components, Hooks and Pages Folders

The frontend is organized so day-to-day content updates can be made without touching the routing or data flow. The key files are:

client/src/main.tsx: boots the React app and loads global styles.

client/src/App.tsx: defines the top-level routes for the landing page and chat page.

client/src/pages/HomePage.tsx: composes the public landing page.

client/src/pages/ChatPage.tsx: wires the chat layout, sidebar state, and new-chat resets.

Landing Page

For landing-page content, update components under **client/src/components/HomePage/**:

Navbar.tsx: top navigation and the entry point into chat.

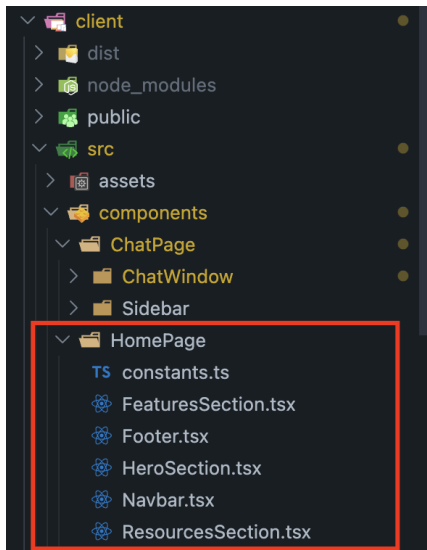
HeroSection.tsx: main banner and call to action.

FeaturesSection.tsx: the three-step product explanation.

ResourcesSection.tsx: FIU resource links shown on the homepage.

Footer.tsx: footer branding.

constants.ts: shared data used by the homepage sections.



ChatPage

For chat content, update comps under **client/src/components/ChatPage/ChatWindow/**:

ChatWindow.tsx: orchestrates the pre-chat screen, message view, file upload flow, and chat composer.

PreChatScreen.tsx: the first screen users see before sending a message.

ChatMessages.tsx: renders user and AI messages, including markdown responses.

InputBox.tsx: the text composer and send/attach controls.

FileUploadPopover.tsx: file selection modal for degree audits and supporting documents.

DegreeAuditModal.tsx and **DegreeAuditGuide.tsx**: guided upload path for degree audits.

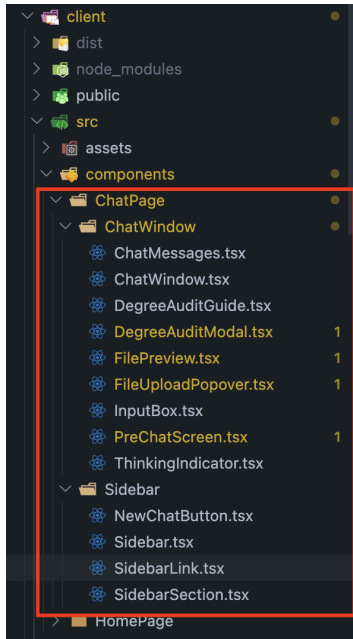
FilePreview.tsx: shows the selected file before it is sent.

ThinkingIndicator.tsx: loading state while the backend response is pending.

Sidebar.tsx: responsive sidebar shell and resource section layout.

SidebarSection.tsx and **SidebarLink.tsx**: reusable link groups for resources and feedback links.

NewChatButton.tsx: resets the active conversation.



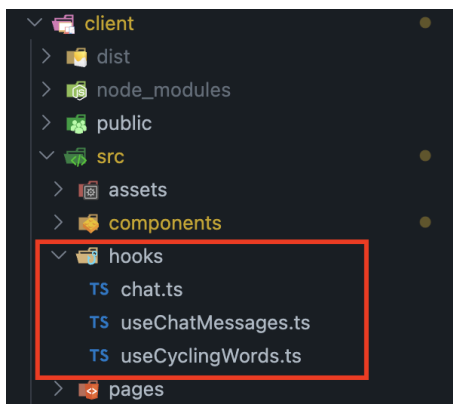
States / Request Logic

State and request logic live in `client/src/hooks/`:

useChatMessages.ts: manages the conversation state, starts new chats, and sends messages to `http://localhost:5099/api/Chat`.

useCyclingWords.ts: rotates the pre-chat prompt words on the landing chat screen.

chat.ts: shared chat constants such as the cycling words and timing interval.



Backend/Server

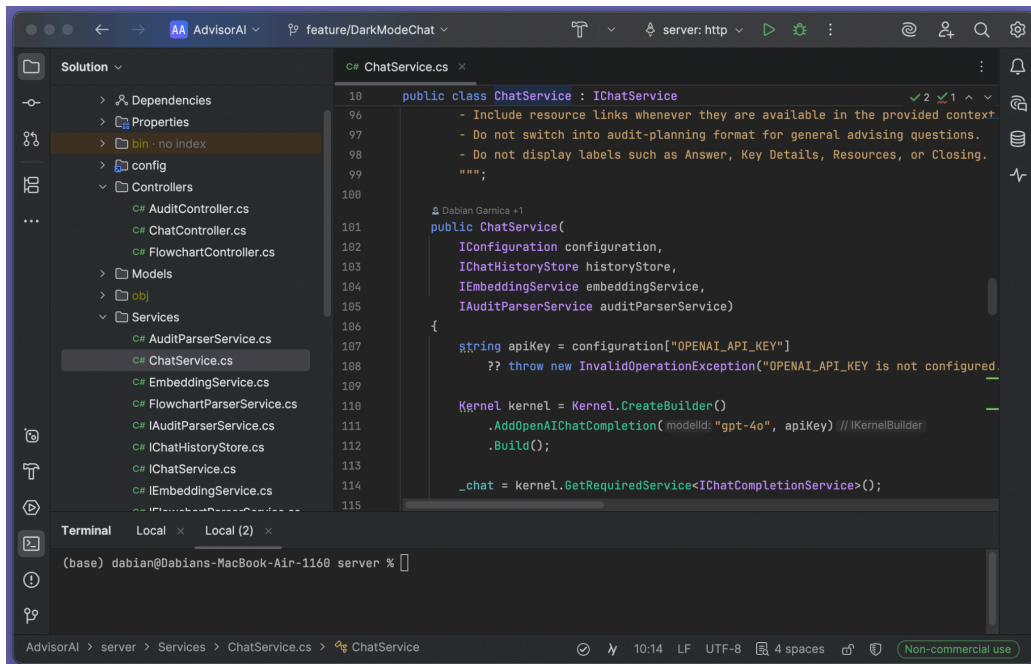
i. .NET SDK

This project backend is built with ASP.NET Core on .NET 10. To work on it locally, install the .NET SDK for your machine and use a .NET-compatible IDE such as Rider or Visual Studio.

.NET Download Link: <https://dotnet.microsoft.com/en-us/download>

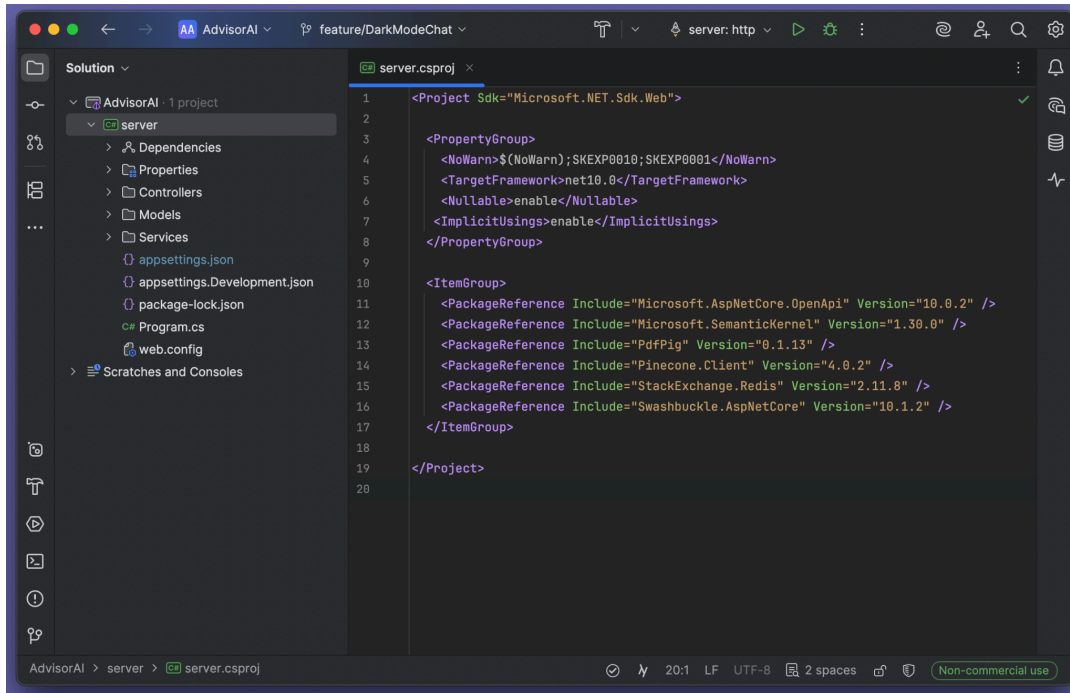
Visual Studio Download Link: <https://visualstudio.microsoft.com/downloads/>

Rider Download Link: <https://www.jetbrains.com/rider/download/>



ii. NuGet Packages

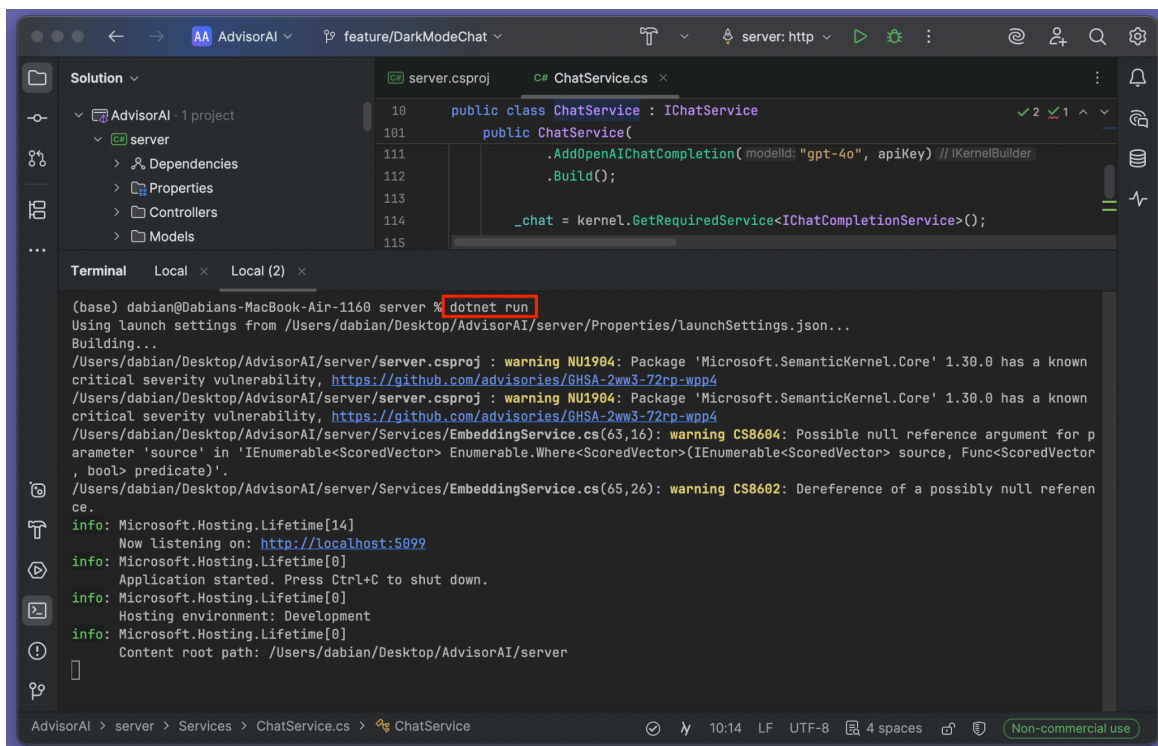
The server dependencies are managed through 'server.csproj'. When you open the project in your IDE or run it from the terminal, NuGet packages such as Semantic Kernel, PdfPig, Pinecone, and StackExchange.Redis are restored automatically. If needed, run "dotnet restore" from the server directory.



iii. Running the Server

Navigate to the **server** directory and run “dotnet run”.

The API is configured to run locally on <http://localhost:5099>



iv. Configuration Files

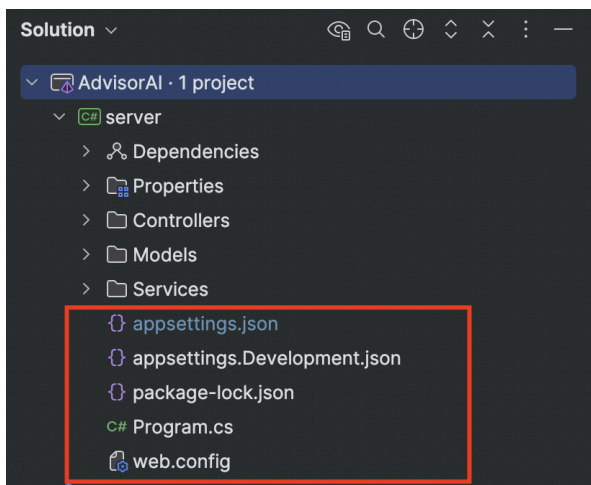
The main runtime configuration lives in **appsettings.json**, **appsettings.Development.json**, **Properties/launchSettings.json**, and **Program.cs**.

Program.cs: registers OpenAI embeddings, Pinecone, Redis-backed history, CORS, controllers, and Swagger.

appsettings.json: stores runtime settings and API keys required by the backend.

appsettings.Development.json: local development overrides.

launchSettings.json: defines the local run profiles and ports.



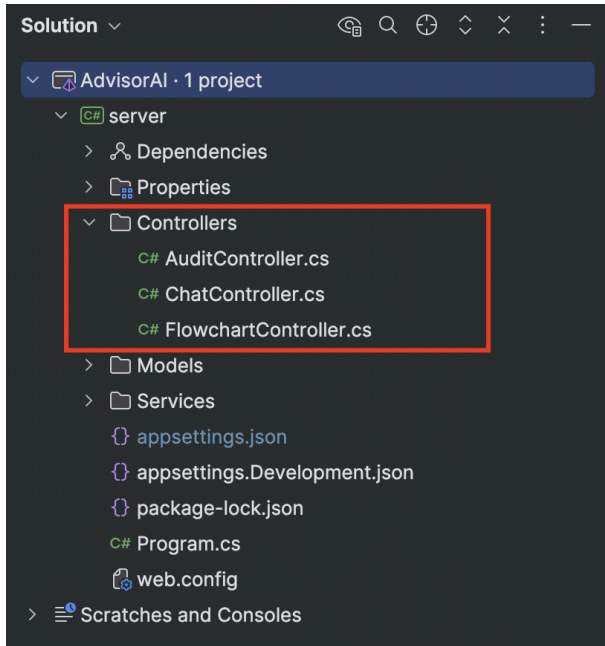
v. Controllers

The **server/Controllers/** folder contains the HTTP endpoints exposed by the backend:

ChatController.cs: handles `api/Chat` requests from the frontend chat UI and returns AI responses.

AuditController.cs: handles degree audit uploads and returns parsed audit data.

FlowchartController.cs: handles flowchart image uploads and stores parsed curriculum data.



vi. Services Folder

The **server/Services/** folder contains the application logic used by the controllers:

ChatService.cs: builds the AI prompt, merges chat context, and sends the final request to the model.

AuditParserService.cs: parses degree audit PDFs into structured audit data.

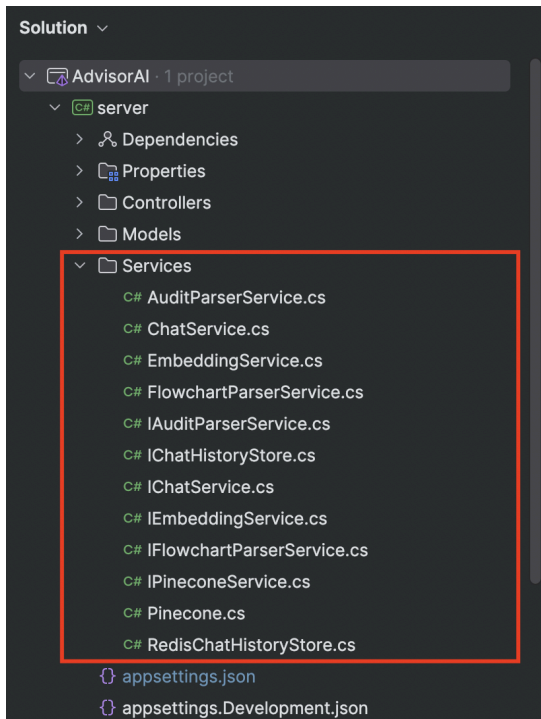
FlowchartParserService.cs: parses flowchart images into curriculum data.

EmbeddingService.cs: retrieves and stores degree requirement context used by chat responses.

RedisChatHistoryStore.cs: stores conversation history in Redis so chats remain stateful.

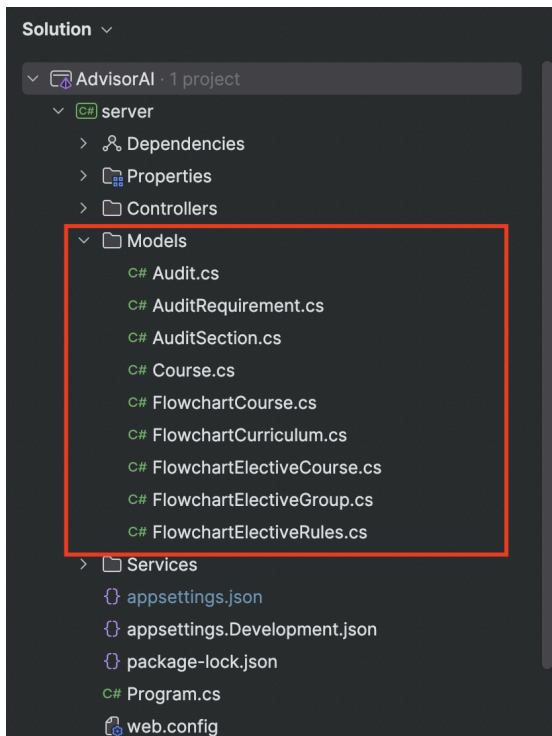
Pinecone.cs: configures the Pinecone client used for retrieval.

I*.cs interfaces: define the contracts used by the backend services.



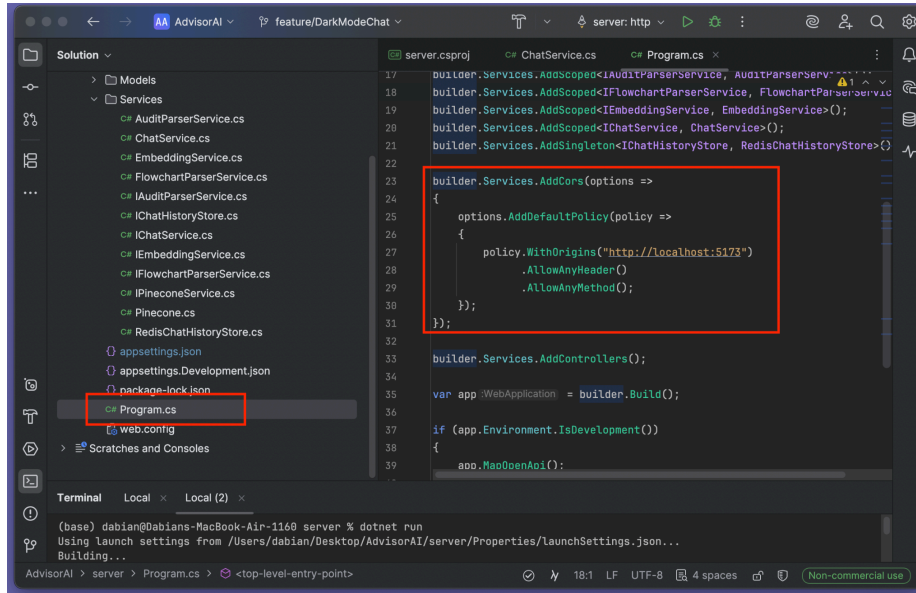
vii. Models Folder

The **server/Models/** folder contains the data structures returned and consumed by the backend endpoints, including audit, course, and flowchart-related models.



viii. Backend Notes

- The frontend chat screen expects the server to be running before it can send messages successfully.
- Keep the CORS origin in `Program.cs` aligned with the frontend development port if that port changes.



- If you update the AI behavior, edit `ChatService.cs` first, then verify the controllers still return the shape the frontend expects.

D. API Reference (OpenAPI/GraphQL schema)

The following breaks down the backend OpenAPI document into a readable reference for the purpose of documentation

Source

Runtime endpoint: <http://localhost:5099/openapi/v1.json>

Swagger UI: <http://localhost:5099/swagger>

Generated from server/Program.cs when the app runs in Development mode

Endpoints

POST /api/Audit/upload

Purpose: Upload a degree audit file and return parsed data.

Request (multipart/form-data):

Field	Type	Required
file	IFormFile (binary)	Yes

Response (200 OK):

Content Type	Return Type
application/json	Audit

POST /api/Chat for the advising chat experience

Purpose: Send message to AI Advising service

Request (multipart / form data):

Field	Type	Required
message	string	Yes
conversationId	string (UUID)	Yes
fileType	string	No
file	IFormFile (binary)	No

Response (200 OK):

Content Type	Return Type
application/json	Audit

POST /api/flowchart for parsing flowchart images and updating curriculum data

Purpose: Upload flowchart images and extract curriculum data to be used for embeddings

Request (multipart / form data):

Field	Type	Required
files	IFormFile[] (binary array)	Yes

Response (200 OK):

Content Type	Return Type
application/json	FlowchartCurriculum

Schemas

Audit

Property	Type
Sections	AuditSection[]

AuditSection

Property	Type
title	string
isSatisfied	boolean
requirements	AuditRequirement[]

AuditRequirement

Property	Type
title	string
isSatisfied	boolean
coursesTaken	Course[]

Course

Property	Type
code	string
title	string

FlowchartCurriculum

Property	Type
program	string
courses	FlowchartCourse[]
electiveRules	FlowchartElectiveRules

FlowchartCourse

Property	Type
code	string
title	string
credits	integer string

prerequisites	object
corequisites	object
category	string
standingRequirement	string
notes	string

FlowchartElectiveRules

Property	Type
totalElectivesRequired	integer string null
electiveGroups	FlowchartElectiveGroup[]

FlowchartElectiveGroup

Property	Type
name	string
groupMinimumRequired	integer string null
courses	FlowchartElectiveCourse[]

FlowchartElectiveCourse

Property	Type
name	string
prerequisites	object
corequisites	object

Property	Type
type	string (binary)

Knight Foundation School of Computer & Information Sciences

Spring 2026 Senior Design Project

Engineering & Computing

AdvisorAI: Intelligent Academic Advising Using RAG

Students: Anya Assing, Dabian Gamica, Fernando Azanza, Gabriela Saldana, Scarlett Herrera

Instructor/Advisor: Seyedmasoud Sadjadi, Florida International University

Problem

FIU students face a complex academic advising experience that creates bottlenecks for both students and advisors. The team identified concrete pain points on both sides:

- Students:** Repeatedly ask about academic dates, prerequisites, and elective eligibility; they cannot interpret the degree audit and they often don't know which electives satisfy requirements.
- Advisors:** Manage 500+ students each during peak periods; spend time redirecting to links and re-explaining policies that exist online; lack availability at end of semesters.

An AI-driven advising assistant could automate these repetitive support tasks, improve information accessibility, and reserve human advising capacity for exception handling and high-impact decision support.

Current System

Students depend on multiple scattered and disconnected tools:

- The Panther Degree Audit** (a text-heavy PDF most students don't know exists or can't interpret)
- Static flowcharts** (where prerequisites are confused with general requirements and unlimited electives go unknown)
- PSN for scheduling** which is not always available for students to meet at peak demand
- Scattered FIU portals** for deadlines and policies.

Advisors noted they wish students checked their audit before meetings; it answers most common questions, but its format isn't student-friendly.

Requirements

Functional:

- Parse degree audit PDFs to extract requirements, satisfaction status, and courses taken
- Store flowchart images via GPT-4o vision to extract courses, prerequisites, corequisites, and elective rules
- Store extracted curriculum data as vector embeddings in Pinecone for semantic retrieval
- Provide conversational AI advising combining retrieved context, uploaded documents, and conversation history
- Support dual response modes: audit-planning (course recommendations from uploaded records) and general-advising (policies, deadlines, resources)

Non-Functional:

- FERPA-compliant ephemeral data handling; audits processed in memory, never persisted; conversations expire via Redis TTL
- Knowledge base includes source URIs to prevent hallucinations
- Interface-based dependency injection for extensible architecture

System

System Architecture

```

graph TD
    UI[React Frontend: Chat UI + File] -- REST API --> Core[ASP.NET Core API]
    Core --> ChatService[ChatService RAG]
    ChatService --> AuditParser[AuditParser PDFing]
    ChatService --> FlowchartParser[FlowchartParser GPT-4o Vision]
    ChatService <--> Embed[EmbeddingService]
    Embed <--> Store[(Pinecone Vector Store)]
    ChatService <--> Redis[(Redis Chat History)]
    ChatService -- Chat --> OpenAI[OpenAI GPT-4o Chat + Vision + Embed]
    ChatService -- Advisor --> Semantic[Semantic Knowledge Base Curated .md]
    
```

RAG Pipeline

```

graph TD
    Input[Student Uploads Degree Audit PDF] --> Parser[Spring opens course Extract text per page]
    Parser --> Indexing[Split into lines Identify each line]
    Indexing --> Decision{Line type?}
    Decision --> |Hard heading 3(enhance)| Header[Sub-heading 2(enhance)]
    Decision --> |Course match 2(enhance)| Source[Source line]
    Header --> |Create new Audit section| Audit[Audit section]
    Header --> |Merge into Audit/requirements| Audit
    Source --> |Create new Audit section| Audit
    Source --> |Merge into Audit/requirements| Audit
    Source --> |Merge into Audit/requirements| Audit
    Source --> |Merge into Audit/requirements| Audit
    Audit --> Output[Structured and Audit object]
    Output --> Storage[Audit Chatting: Indexed into the group]
    
```

Implementation

React: Component modularity + ecosystem (Vite for fast builds, Tailwind for scalable styling, React Router for navigation).

C# / ASP.NET Core: Strong typing, high performance, native dependency injection, enabling a maintainable MVC architecture extensible for future features.

Semantic Kernel: Key enabler and lightweight SDK that orchestrates all OpenAI calls (GPT-4o for chat and vision, text-embedding-3-small for embeddings) without boilerplate.

Redis: In-memory speed for per-session conversation caching, giving the model multi-turn context for grounded responses.

Verification

Verified through automated testing and manual validation. **MSTest** and **Moq** covered controller flows and audit parser logic, including parsing generated in-memory PDFs. Manual testing involved sending real advising questions and evaluating response quality, which drove iterative refinements to the embedding configuration and retrieved context for improved relevance and accuracy.

Summary

What we built: A RAG-powered AI advisor combining audit parsing (PDFing), flowchart extraction (GPT-4o vision), and semantic search over curated FIU knowledge.

Why it matters: Handles the repetitive, informational questions consuming advisor time (500+ students each), freeing advisors for more high-impact advising time.

What shaped it: Six opportunity categories from real-world advisor interviews drove the knowledge base and architecture decisions.

Future Implementations: Automated audit type detection system, semester-by-semester schedule generation, and integration with live FIU systems (PSN, enrollment APIs).

01.12.26 Sprint Planning Meeting Minutes

Start time: 5:00 pm

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After discussion, the velocity of the team was estimated to be 12 story points.

The product owner chose the following user stories to be done during the next sprint. They are ordered based on their priority.

- User Story 1: Conduct interviews with students and advisors to gather advising requirements
- User Story 2: Research AI response model options and possible tech stack for MVP
- User Story 3: Begin planning chatbot structure, response behavior, and project architecture
- User Story 4: Organize collected resources and project notes into a centralized document
- User Story 5: Explore frontend layout and initial UI structure for the chat system

The team members indicated their willingness to work on the following user stories.

- Dabian Garnica
 - User Story 1: Conduct interviews with students and advisors to gather advising requirements
 - User Story 2: Research AI response model options and possible tech stack for MVP
 - User Story 3: Begin planning chatbot structure, response behavior, and project architecture
- Scarlett Herrera
 - User Story 1: Conduct interviews with students and advisors to gather advising requirements
 - User Story 4: Organize collected resources and project notes into a centralized document
 - User Story 3: Begin planning chatbot structure, response behavior, and project architecture
- Gabriela Saldana
 - User Story 2: Research AI response model options and possible tech stack for MVP
 - User Story 4: Organize collected resources and project notes into a centralized document
 - User Story 3: Begin planning chatbot structure, response behavior, and project architecture
- Fernando Azanza
 - User Story 5: Explore frontend layout and initial UI structure for the chat system

- User Story 2: Research AI response model options and possible tech stack for MVP
- User Story 3: Begin planning chatbot structure, response behavior, and project architecture
- Anya Assing
 - User Story 3: Begin planning chatbot structure, response behavior, and project architecture
 - User Story 4: Organize collected resources and project notes into a centralized document
 - User Story 2: Research AI response model options and possible tech stack for MVP

01.12.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Conducted initial user research to understand functional requirements and advising pain points.
- What is planned to be done until the next scrum meeting?
 - Continue interviews with students and advisors and research possible AI model options for the MVP.
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Began conducting interviews with advisors and students to gather project requirements.
- What is planned to be done until the next scrum meeting?
 - Continue collecting advising information and organize notes from interviews.

- What are the hurdles?
 - N/S

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Reviewed project goals and began looking into technical approaches for backend support and knowledge organization.
- What is planned to be done until the next scrum meeting?
 - Continue reviewing backend-related options and support research for the project setup.
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Reviewed the initial project scope and began thinking through possible user interface structure for the application.
- What is planned to be done until the next scrum meeting?
 - Continue exploring UI ideas and possible frontend structure for the chat system.
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Started outlining the chatbot's role and the type of responses it should provide to students.
- What is planned to be done until the next scrum meeting?
 - Continue defining prompt expectations and how responses should be structured.
- What are the hurdles?
 - N/A

01.13.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued interviews with students and advisors and researched tradeoffs between possible AI model APIs.
- What is planned to be done until the next scrum meeting?
 - Keep researching the tech stack and AI response model options for the MVP.
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued interviews with advisors and students to better understand advising-related needs.
- What is planned to be done until the next scrum meeting?
 - Organize recurring interview findings and continue collecting resource information.
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Reviewed project setup needs and supported early planning for technical implementation.
- What is planned to be done until the next scrum meeting?
 - Continue helping define technical needs for the backend and data support.
- What are the hurdles?

- N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued reviewing possible interface ideas and overall frontend direction for the project.
- What is planned to be done until the next scrum meeting?
 - Start outlining possible frontend components and layout ideas.
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued defining the chatbot role and identifying how the AI should respond in advising scenarios.
- What is planned to be done until the next scrum meeting?
 - Refine response expectations and continue planning prompt structure.
- What are the hurdles?
 - N/A

01.14.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued interviews with students and advisors and researched tradeoffs between possible AI model APIs.
- What is planned to be done until the next scrum meeting?

- Continue interviews with students and advisors and research possible AI model options for the MVP.
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Reviewed interview findings and continued consulting advisors for clarification on advising questions.
- What is planned to be done until the next scrum meeting?
 - Start organizing gathered information into a centralized set of notes.
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Helped review technical planning needs for project setup and backend support.
- What is planned to be done until the next scrum meeting?
 - Continue reviewing backend requirements and possible support for data organization.
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Worked on early planning for the frontend structure and possible user-facing layout.
- What is planned to be done until the next scrum meeting?
 - Continue refining ideas for the initial UI and frontend organization.
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Worked on defining how the AI should respond and what type of context it would need in advising conversations.
- What is planned to be done until the next scrum meeting?
 - Continue refining prompt ideas and response guidelines for the chatbot.
- What are the hurdles?
 - N/A

01.15.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued interviews with students and advisors and researched tradeoffs between possible AI model APIs.
- What is planned to be done until the next scrum meeting?
 - Continue interviews with students and advisors and research possible AI model options for the MVP.
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Started organizing gathered advising resources and interview findings into one centralized place.
- What is planned to be done until the next scrum meeting?

- Continue gathering and organizing resources for future documentation and reference use.
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued supporting technical planning and reviewing how project information could be organized.
- What is planned to be done until the next scrum meeting?
 - Continue helping with setup planning and backend-related review.
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued exploring frontend layout ideas and possible structure for the application interface.
- What is planned to be done until the next scrum meeting?
 - Begin narrowing down how the UI should be organized for the MVP.
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Refined the initial direction for the chatbot prompt and continued outlining how answers should be structured.
- What is planned to be done until the next scrum meeting?
 - Keep improving the prompt structure and clarify the AI's role in student advising responses.
- What are the hurdles?

- N/A

01.16.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued interviews with students and advisors and researched tradeoffs between possible AI model APIs.
- What is planned to be done until the next scrum meeting?
 - Continue interviews with students and advisors and research possible AI model options for the MVP.
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued compiling advising resources and organizing notes from earlier interviews and consultations.
- What is planned to be done until the next scrum meeting?
 - Expand the centralized resource notes and prepare them for later documentation work.
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued reviewing project setup needs and supporting technical planning for implementation.

- What is planned to be done until the next scrum meeting?
 - Keep reviewing technical options and help support backend planning work.
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Refined ideas for the initial user interface and continued planning the frontend direction.
- What is planned to be done until the next scrum meeting?
 - Continue preparing for implementation of the frontend layout and chat interface.
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued working on the chatbot prompt direction and defining how the AI should respond to advising-related questions.
- What is planned to be done until the next scrum meeting?
 - Build on the prompt structure and continue shaping response behavior for future chatbot interactions.
- What are the hurdles?
 - N/A

01.19.26 Sprint Backlog Grooming Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

The following user stories were created/discussed/refined/prioritized.

- All user stories were completed.

The user stories below are completed.

- User Story 1: Refine chatbot requirements based on advisor and student interview findings
- User Story 2: Organize advising resources into a centralized reference document
- User Story 3: Research AI model options and supporting technologies for the MVP
- User Story 4: Review possible frontend layout and interaction flow for the chat system
- User Story 5: Continue defining chatbot response behavior and prompt expectations

01.19.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued interviews with students and advisors and researched tradeoffs between possible AI model APIs.
- What is planned to be done until the next scrum meeting?
 - Continue interviews with students and advisors and research possible AI model options for the MVP.
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued compiling advising resources and organizing notes from interviews and advisor consultations.
- What is planned to be done until the next scrum meeting?
 - Keep expanding the centralized resource notes and prepare them for later documentation work.
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued supporting technical planning and reviewing how project information could be organized.
- What is planned to be done until the next scrum meeting?
 - Keep reviewing backend-related options and support research for implementation.
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued exploring possible frontend structure and user interaction flow for the chat system.
- What is planned to be done until the next scrum meeting?
 - Keep refining ideas for the initial UI and chat layout.
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued shaping the chatbot prompt direction and defining how the AI should respond to advising-related questions.
- What is planned to be done until the next scrum meeting?
 - Build on the prompt structure and continue clarifying response expectations for the chatbot.
- What are the hurdles?
 - N/A

01.20.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued interviews with students and advisors and researched tradeoffs between possible AI model APIs.
- What is planned to be done until the next scrum meeting?
 - Continue interviews with students and advisors and research possible AI model options for the MVP.
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Organized collected advising resources and continued documenting information gathered from interviews.
- What is planned to be done until the next scrum meeting?
 - Keep centralizing project resources and adding more detail to the reference notes.
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued reviewing implementation needs and helping support technical planning for the project.
- What is planned to be done until the next scrum meeting?
 - Keep assisting with setup planning and reviewing possible backend support needs.
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Worked on early frontend layout planning and reviewed possible component structure for the interface.
- What is planned to be done until the next scrum meeting?
 - Continue refining possible frontend organization for the MVP.
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued refining the chatbot role and the type of responses it should provide to students.
- What is planned to be done until the next scrum meeting?
 - Keep improving prompt expectations and planning response structure for advising scenarios.
- What are the hurdles?
 - N/A

01.21.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued interviews with students and advisors and researched tradeoffs between possible AI model APIs.
- What is planned to be done until the next scrum meeting?

- Continue interviews with students and advisors and research possible AI model options for the MVP.
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued organizing resource information and refining notes from advisor and student interviews.
- What is planned to be done until the next scrum meeting?
 - Expand the centralized resource document and continue preparing for documentation work.
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued reviewing technical planning needs and helping organize project support tasks.
- What is planned to be done until the next scrum meeting?
 - Continue assisting with backend planning and implementation review.
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Refined early ideas for the user interface and possible frontend layout for the chat system.
- What is planned to be done until the next scrum meeting?
 - Keep preparing for frontend implementation planning.
- What are the hurdles?

- N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Worked on clarifying how the AI should answer questions and what role the chatbot should serve for students.
- What is planned to be done until the next scrum meeting?
 - Continue refining prompt ideas and chatbot response expectations.
- What are the hurdles?
 - N/A

01.22.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued interviews with students and advisors and researched tradeoffs between possible AI model APIs.
- What is planned to be done until the next scrum meeting?
 - Continue interviews with students and advisors and research possible AI model options for the MVP.
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued building out the centralized project resource notes and organizing advising-related findings.
- What is planned to be done until the next scrum meeting?

- Keep improving the resource document and preserving information for future use.
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued supporting technical review and helping shape implementation planning tasks.
- What is planned to be done until the next scrum meeting?
 - Continue assisting with backend planning and overall setup review.
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Worked on refining the frontend direction and possible structure for the chat interface.
- What is planned to be done until the next scrum meeting?
 - Continue exploring how the UI should be organized for the MVP.
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued refining chatbot response expectations and the prompt direction for student advising.
- What is planned to be done until the next scrum meeting?
 - Keep clarifying prompt structure and how the AI should behave in advising conversations.
- What are the hurdles?
 - N/A

01.23.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued interviews with students and advisors and researched tradeoffs between possible AI model APIs.
- What is planned to be done until the next scrum meeting?
 - Continue interviews with students and advisors and research possible AI model options for the MVP.
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued organizing advising resources and documenting interview-based findings for future use.
- What is planned to be done until the next scrum meeting?
 - Carry organized resource notes into the next sprint and continue documentation support.
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued helping with technical review and implementation planning support.
- What is planned to be done until the next scrum meeting?
 - Continue supporting technical planning tasks in the next sprint.

- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued thinking through the frontend structure and possible interface layout for the system.
- What is planned to be done until the next scrum meeting?
 - Move forward with frontend planning tasks in the next sprint.
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued refining the AI prompt direction and the chatbot's response role for student advising.
- What is planned to be done until the next scrum meeting?
 - Carry prompt planning work into the next sprint and continue improving response expectations.
- What are the hurdles?
 - N/A

01.25.26 Sprint Retrospective Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

What went wrong?

- Did we do a good job estimating our team's velocity?
 - Yes
- Did we do a good job estimating the points (time required) for each user story?
 - Yes

- Did each team member work as scheduled?
 - Yes

What went right?

- The team made good progress on early research, planning, and requirement gathering.
- Advisor and student interviews helped clarify project direction.
- Initial prompt, documentation, backend planning, and frontend planning tasks were started successfully.

How to address the issues in the next sprint?

- How to improve the process?
 - Continue organizing requirements and project materials so implementation can move forward more smoothly.
- How to improve the product?
 - Use the research and interview findings to better guide the chatbot design, resource organization, and technical implementation in the next sprint.

01.25.26 Sprint Review Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

After a show and tell presentation, the implementation of the following user stories were accepted by the product owners: All.

- User Story 1: Conduct interviews with students and advisors to gather advising requirements
- User Story 2: Research AI response model options and possible tech stack for MVP
- User Story 3: Begin planning chatbot structure, response behavior, and project architecture
- User Story 4: Organize collected resources and project notes into a centralized document
- User Story 5: Explore frontend layout and initial UI structure for the chat system

The following ones were rejected and moved back to the product backlog to be assigned to a future sprint at a future Spring Planning meeting.

- User Story None

- How this should be reflected on the user story definition in Mingle:
 - Mark the initial research, resource collection, prompt planning, and frontend planning stories as completed.
 - Carry forward more detailed implementation stories into the next sprint based on the completed planning work.

01.26.26 Sprint Planning Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

After discussion, the velocity of the team was estimated to be 13 story points.

The product owner chose the following user stories to be done during the next sprint. They are ordered based on their priority.

- User Story 1: Finalize backend architecture and AI integration approach
- User Story 2: Continue organizing advising resources and supporting documentation
- User Story 3: Refine chatbot prompt behavior and response expectations
- User Story 4: Begin implementing frontend structure for the chat interface
- User Story 5: Continue technical review for backend support and data handling

The team members indicated their willingness to work on the following user stories.

- Dabian Garnica
 - User Story 1: Finalize backend architecture and AI integration approach
 - User Story 5: Continue technical review for backend support and data handling
 - User Story 3: Refine chatbot prompt behavior and response expectations
- Scarlett Herrera
 - User Story 2: Continue organizing advising resources and supporting documentation
 - User Story 3: Refine chatbot prompt behavior and response expectations
 - User Story 5: Continue technical review for backend support and data handling
- Gabriela Saldana
 - User Story 5: Continue technical review for backend support and data handling
 - User Story 2: Continue organizing advising resources and supporting documentation

- User Story 1: Finalize backend architecture and AI integration approach
- Fernando Azanza
 - User Story 4: Begin implementing frontend structure for the chat interface
 - User Story 1: Finalize backend architecture and AI integration approach
 - User Story 5: Continue technical review for backend support and data handling
- Anya Assing
 - User Story 3: Refine chatbot prompt behavior and response expectations
 - User Story 2: Continue organizing advising resources and supporting documentation
 - User Story 1: Finalize backend architecture and AI integration approach

01.26.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Started designing Frontend UI on Figma based off researched requirements
- What is planned to be done until the next scrum meeting?
 - Continue developing frontend wireframes for product MVP
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued organizing collected advising resources and expanding project documentation notes.
- What is planned to be done until the next scrum meeting?
 - Keep improving the centralized resource document and prepare it for future markdown conversion.

- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued supporting backend planning and reviewing how project information should be organized technically.
- What is planned to be done until the next scrum meeting?
 - Keep helping with technical planning and implementation support tasks.
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Began focusing more closely on the frontend structure and possible chat interface layout.
- What is planned to be done until the next scrum meeting?
 - Continue shaping the frontend organization for the MVP.
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued refining the chatbot prompt direction and defining how response behavior should work.
- What is planned to be done until the next scrum meeting?
 - Keep improving prompt expectations and response structure for advising scenarios.
- What are the hurdles?
 - N/A

01.27.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued designing Frontend UI on Figma based off researched requirements
- What is planned to be done until the next scrum meeting?
 - Continue developing frontend wireframes for product MVP
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Expanded the centralized resource notes and continued organizing advising-related information.
- What is planned to be done until the next scrum meeting?
 - Continue improving the documentation base and preparing information for later formatting.
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued reviewing technical support needs and helping organize backend-related planning tasks.
- What is planned to be done until the next scrum meeting?
 - Support continued backend planning and implementation review.
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Worked on early frontend planning for the chat system and refined possible interface layout ideas.
- What is planned to be done until the next scrum meeting?
 - Continue preparing for frontend implementation work.
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued refining how the chatbot should answer student questions and how responses should be structured.
- What is planned to be done until the next scrum meeting?
 - Build on the prompt direction and continue clarifying chatbot behavior.
- What are the hurdles?
 - N/A

01.28.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Finished designing Frontend UI wireframes on Figma based off researched requirements
- What is planned to be done until the next scrum meeting?
 - Add animations to wireframe in order to have demo of data / workflow for end user based off requirements

- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued organizing advising resources and strengthening the project's documentation notes.
- What is planned to be done until the next scrum meeting?
 - Prepare the gathered information for later conversion into cleaner documentation formats.
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued supporting implementation planning and technical review for backend-related work.
- What is planned to be done until the next scrum meeting?
 - Keep helping with backend review and setup planning.
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued reviewing frontend structure and possible chat layout for the MVP.
- What is planned to be done until the next scrum meeting?
 - Keep refining the frontend direction and plan initial UI implementation.
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Worked on refining prompt ideas and further defining the chatbot's advising role.
- What is planned to be done until the next scrum meeting?
 - Continue improving the prompt structure and response expectations.
- What are the hurdles?
 - N/A

01.29.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Added animations to wireframe in order to have demo of data / workflow for end user based off requirements
- What is planned to be done until the next scrum meeting?
 - Continue working on figma animations for wireframes
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued building out organized resource notes and preserving advising-related information for the team.
- What is planned to be done until the next scrum meeting?
 - Continue preparing project resources for future structured documentation.
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued reviewing technical requirements and helping support planning for backend functionality.
- What is planned to be done until the next scrum meeting?
 - Keep assisting with implementation planning and technical review.
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Worked on refining the frontend direction and possible organization of the chat interface.
- What is planned to be done until the next scrum meeting?
 - Continue planning the frontend layout and preparation for implementation.
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued improving prompt direction and clarifying how the chatbot should handle advising responses.
- What is planned to be done until the next scrum meeting?
 - Keep refining the prompt structure for better response consistency.
- What are the hurdles?
 - N/A

01.30.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Finished adding animations to wireframe in order to have demo of data / workflow for end user based off requirements
- What is planned to be done until the next scrum meeting?
 - Research papers sent by gabby to understand RAG functionality for use in AI responses
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued expanding and organizing project resources and advising documentation notes.
- What is planned to be done until the next scrum meeting?
 - Carry the documentation and resource organization work into the next sprint.
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued supporting technical review and backend planning throughout the sprint.
- What is planned to be done until the next scrum meeting?
 - Keep assisting with technical planning tasks in the next sprint.
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?

- Continued refining frontend planning and the early design direction for the interface.
- What is planned to be done until the next scrum meeting?
 - Move forward with frontend structure planning in the next sprint.
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued refining the chatbot prompt direction and shaping how the AI should respond to students.
- What is planned to be done until the next scrum meeting?
 - Continue prompt planning and response-structure work in the next sprint.
- What are the hurdles?
 - N/A

02.02.26 Sprint Backlog Grooming Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

The following user stories were created/discussed/refined/prioritized.

- All user stories were completed.

The user stories below are completed.

- User Story 1: Continue backend architecture planning and AI integration research
- User Story 2: Expand and organize advising resources into structured documentation
- User Story 3: Refine chatbot prompt expectations and response behavior
- User Story 4: Continue planning frontend structure and chat interface layout
- User Story 5: Support technical review and project implementation planning

02.02.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued researching RAG models for use in responses from AI Advisor agent
- What is planned to be done until the next scrum meeting?
 - Research possible tech stack to use based off requirements set out during planning phase to create MVP of user-to-AI chat system
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued organizing collected resources and preparing advising-related information for future documentation.
- What is planned to be done until the next scrum meeting?
 - Keep expanding the centralized resource notes and add more detail to the project documentation.
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Reviewed backend support needs and continued helping with technical planning for the project.
- What is planned to be done until the next scrum meeting?
 - Continue assisting with backend planning and reviewing implementation needs.
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?

- 3
- What was done since the last scrum meeting?
 - Continued refining possible frontend layout and UI structure for the chat interface.
- What is planned to be done until the next scrum meeting?
 - Keep preparing for frontend implementation planning.
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued refining the chatbot prompt direction and clarifying how the AI should respond to advising questions.
- What is planned to be done until the next scrum meeting?
 - Keep improving prompt structure and response expectations for the chatbot.
- What are the hurdles?
 - N/A

02.03.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Researched technologies for tech stack to use based off requirements set out during planning phase to create MVP of user-to-AI chat system
- What is planned to be done until the next scrum meeting?
 - Create a data flow diagram in Figma in order to display how data will move through the application using chosen technologies.
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Expanded the centralized resource notes and continued organizing advising information for the team.
- What is planned to be done until the next scrum meeting?
 - Continue improving the documentation base and preserve more advising-related project resources.
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Reviewed backend support needs and continued helping with technical planning for the project.
- What is planned to be done until the next scrum meeting?
 - Continue assisting with backend planning and reviewing implementation needs.
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Worked on refining the frontend direction and considering possible chat layout organization.
- What is planned to be done until the next scrum meeting?
 - Continue preparing for frontend implementation of the chat system.
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?

- Continued shaping prompt behavior and clarifying the chatbot's advising role.
- What is planned to be done until the next scrum meeting?
 - Keep refining how the AI should answer student questions in different advising situations.
- What are the hurdles?
 - N/A

02.04.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Created a data flow diagram in Figma in order to display how data will move through the application using chosen technologies.
- What is planned to be done until the next scrum meeting?
 - Research trade offs between APIS for models like Open AI Gpt-4o and Claude Sonnet as well as OpenAI embeddings vs Voyage for vector embeddings
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued organizing project resources and maintaining advising-related notes for later documentation.
- What is planned to be done until the next scrum meeting?
 - Keep improving the project resource document and strengthen documentation support.
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Reviewed backend support needs and continued helping with technical planning for the project.
- What is planned to be done until the next scrum meeting?
 - Continue assisting with backend planning and reviewing implementation needs.
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Refined ideas for the frontend structure and continued preparing for UI implementation.
- What is planned to be done until the next scrum meeting?
 - Keep working on frontend planning for the chat interface.
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Worked on clarifying prompt expectations and the structure of chatbot responses.
- What is planned to be done until the next scrum meeting?
 - Continue improving prompt behavior and response consistency.
- What are the hurdles?
 - N/A

02.05.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Researched trade offs between APIS for models like Open AI Gpt-4o and Claude Sonnet as well as OpenAI embeddings vs Voyage for vector embeddings. OpenAI was chosen for cost effectiveness and compatibility with C# semantic Kernel.
- What is planned to be done until the next scrum meeting?
 - Research semantic kernel library (C#) for ease of connection between OpenAI API and possible RAG plugins
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued improving resource organization and maintaining collected advising notes.
- What is planned to be done until the next scrum meeting?
 - Continue expanding the documentation base and preparing for more formal documentation work.
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued supporting backend planning and helping review implementation support tasks.
- What is planned to be done until the next scrum meeting?
 - Keep assisting with technical review and setup planning.
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued preparing for frontend implementation and refining the possible interface direction.
- What is planned to be done until the next scrum meeting?
 - Keep shaping the frontend organization for the MVP.
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued refining the chatbot prompt and defining more specific response expectations.
- What is planned to be done until the next scrum meeting?
 - Keep improving how the chatbot should handle advising-related responses.
- What are the hurdles?
 - N/A

02.06.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Research semantic kernel library (C#) for ease of connection between OpenAI API and possible RAG plugins
- What is planned to be done until the next scrum meeting?
 - Continue researching semantic kernel library (C#) for ease of connection between OpenAI API and possible RAG plugins
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued expanding the advising resource notes and preserving organized project documentation.
- What is planned to be done until the next scrum meeting?
 - Carry documentation and resource organization work into the next sprint.
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued supporting backend planning and helping review implementation support tasks.
- What is planned to be done until the next scrum meeting?
 - Keep assisting with technical review and setup planning.
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued frontend planning and reviewed progress on early interface direction.
- What is planned to be done until the next scrum meeting?
 - Carry frontend planning work into the next sprint and continue preparing for implementation.
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3

- What was done since the last scrum meeting?
 - Continued refining the chatbot prompt direction and response expectations through the sprint.
- What is planned to be done until the next scrum meeting?
 - Carry prompt-planning work into the next sprint and continue improving chatbot behavior.
- What are the hurdles?
 - N/A

02.08.26 Sprint Retrospective Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

What went wrong?

- Did we do a good job estimating our team's velocity?
 - Yes
- Did we do a good job estimating the points (time required) for each user story?
 - Yes
- Did each team member work as scheduled?
 - Yes

What went right?

- The team continued making steady progress in planning, research, documentation, and frontend/backend direction.
- Project resources became more organized and prompt behavior became more clearly defined.

How to address the issues in the next sprint?

- How to improve the process?
 - Keep building on the planning work already completed so the team can move more smoothly into implementation.
- How to improve the product?

- Use the improved documentation, frontend planning, backend planning, and prompt structure to support more concrete feature development in the next sprint.

02.08.26 Sprint Review Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

After a show and tell presentation, the implementation of the following user stories were accepted by the product owners: All.

- User Story 1: Continue backend architecture planning and AI integration research
- User Story 2: Expand and organize advising resources into structured documentation
- User Story 3: Refine chatbot prompt expectations and response behavior
- User Story 4: Continue planning frontend structure and chat interface layout
- User Story 5: Support technical review and project implementation planning

The following ones were rejected and moved back to the product backlog to be assigned to a future sprint at a future Spring Planning meeting.

- User Story None
- How this should be reflected on the user story definition in Mingle:
 - Mark the sprint's backend planning, documentation, prompt refinement, frontend planning, and technical review stories as completed.
 - Use these completed stories to support more implementation-focused work in the next sprint.

02.09.26 Sprint Planning Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

After discussion, the velocity of the team was estimated to be 13 story points.

The product owner chose the following user stories to be done during the next sprint. They are ordered based on their priority.

- User Story 1: Continue backend design and prepare for implementation of core chat services

- User Story 2: Improve and organize advising resources for future use in the project knowledge base
- User Story 3: Refine chatbot prompt behavior and expected response structure
- User Story 4: Continue frontend planning and begin preparing chat interface components
- User Story 5: Support technical review and implementation planning across the system

The team members indicated their willingness to work on the following user stories.

- Dabian Garnica
 - User Story 1: Continue backend design and prepare for implementation of core chat services
 - User Story 5: Support technical review and implementation planning across the system
 - User Story 3: Refine chatbot prompt behavior and expected response structure
- Scarlett Herrera
 - User Story 2: Improve and organize advising resources for future use in the project knowledge base
 - User Story 3: Refine chatbot prompt behavior and expected response structure
 - User Story 5: Support technical review and implementation planning across the system
- Gabriela Saldana
 - User Story 5: Support technical review and implementation planning across the system
 - User Story 2: Improve and organize advising resources for future use in the project knowledge base
 - User Story 1: Continue backend design and prepare for implementation of core chat services
- Fernando Azanza
 - User Story 4: Continue frontend planning and begin preparing chat interface components
 - User Story 1: Continue backend design and prepare for implementation of core chat services
 - User Story 5: Support technical review and implementation planning across the system
- Anya Assing
 - User Story 3: Refine chatbot prompt behavior and expected response structure

- User Story 2: Improve and organize advising resources for future use in the project knowledge base
- User Story 1: Continue backend design and prepare for implementation of core chat services

02.09.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Plan project architecture for backend and frontend considering modularity, reliability and extensibility.
- What is planned to be done until the next scrum meeting?
 - Continue planning project architecture for backend and frontend
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued improving the advising resource notes and organizing project information for future documentation.
- What is planned to be done until the next scrum meeting?
 - Keep expanding the centralized resource document and preparing it for more formal formatting later.
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?

- Continued reviewing implementation needs and helping support technical planning for the project.
- What is planned to be done until the next scrum meeting?
 - Keep assisting with technical review and project setup planning.
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued refining frontend planning and early chat interface ideas for the application.
- What is planned to be done until the next scrum meeting?
 - Begin preparing for implementation of initial frontend chat components.
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued refining chatbot prompt behavior and clarifying the expected response structure.
- What is planned to be done until the next scrum meeting?
 - Keep improving prompt consistency and define how the chatbot should respond in advising scenarios.
- What are the hurdles?
 - N/A

02.10.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?

- 3
- What was done since the last scrum meeting?
 - Planned project architecture for backend and frontend considering modularity, reliability and extensibility.
- What is planned to be done until the next scrum meeting?
 - Continue planning project architecture for backend and frontend
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Expanded the centralized resource notes and continued organizing advising-related references for the team.
- What is planned to be done until the next scrum meeting?
 - Continue strengthening the documentation base and preserving useful project resources.
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued reviewing implementation needs and helping support technical planning for the project.
- What is planned to be done until the next scrum meeting?
 - Keep assisting with technical review and project setup planning.
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?

- Worked on planning the frontend structure and refining ideas for the chat page layout.
- What is planned to be done until the next scrum meeting?
 - Continue preparing for frontend implementation and organizing UI components.
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Worked on refining prompt expectations and the structure the chatbot should follow in its responses.
- What is planned to be done until the next scrum meeting?
 - Continue improving prompt behavior and response formatting expectations.
- What are the hurdles?
 - N/A

02.11.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Architected server and client system design including Controllers, Services and Models for backend as well as Components, Hooks and Pages architecture supported by React and ReactRouter
- What is planned to be done until the next scrum meeting?
 - Design system to take in user's Panther Degree Audit, parse the audit and turn the information into a Json object for context for the AI model
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued organizing collected advising resources and maintaining documentation notes for future project use.
- What is planned to be done until the next scrum meeting?
 - Keep improving the resource document and prepare information for eventual markdown formatting.
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued reviewing implementation needs and helping support technical planning for the project.
- What is planned to be done until the next scrum meeting?
 - Keep assisting with technical review and project setup planning.
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Refined early UI ideas and continued preparing the frontend direction for implementation.
- What is planned to be done until the next scrum meeting?
 - Keep shaping the frontend organization and possible chat interface structure.
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?

- Continued shaping the chatbot prompt direction and defining clearer advising-response expectations.
- What is planned to be done until the next scrum meeting?
 - Keep refining prompt structure and how the chatbot should behave in student interactions.
- What are the hurdles?
 - N/A

02.12.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued designing system to take in user's Panther Degree Audit, parse the audit and turn the information into a Json object for context for the AI model
- What is planned to be done until the next scrum meeting?
 - Implement system to take in user's Panther Degree Audit, parse the audit and turn the information into a Json object for context for the AI model
- What are the hurdles?
 -

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued building out documentation support by preserving and organizing advising-related project resources.
- What is planned to be done until the next scrum meeting?
 - Continue improving resource organization and documentation materials.
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued supporting technical planning and reviewing project setup needs for the backend.
- What is planned to be done until the next scrum meeting?
 - Keep helping with implementation planning and backend review.
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued frontend planning and reviewed how the chat interface should be organized visually.
- What is planned to be done until the next scrum meeting?
 - Keep preparing the frontend direction for future implementation work.
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued refining chatbot response expectations and planning how the AI should answer advising-related questions.
- What is planned to be done until the next scrum meeting?
 - Continue improving prompt clarity and response consistency.
- What are the hurdles?
 - N/A

02.13.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Created AuditParserService and AuditParserController in order to take in a user's FIU Degree Audit and create an Audit json object to serve to the model as context when answering audit related questions
- What is planned to be done until the next scrum meeting?
 - Design and implement feature to be able to take FIU CS flowchart and convert information in flowchart into JSON object
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued expanding the advising resource base and organizing project notes for documentation.
- What is planned to be done until the next scrum meeting?
 - Carry the documentation and resource-organization work into the next sprint.
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued supporting technical planning and reviewing project setup needs for the backend.
- What is planned to be done until the next scrum meeting?
 - Keep helping with implementation planning and backend review.
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?

- 3
- What was done since the last scrum meeting?
 - Reviewed progress on frontend planning and continued preparing for UI implementation in a later sprint.
- What is planned to be done until the next scrum meeting?
 - Carry frontend planning work into the next sprint and continue refining interface ideas.
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued refining the chatbot prompt direction and improving how the AI's advising role is defined.
- What is planned to be done until the next scrum meeting?
 - Carry prompt-planning work into the next sprint and continue improving response behavior.
- What are the hurdles?
 - N/A

02.16.26 Sprint Backlog Grooming Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

The following user stories were created/discussed/refined/prioritized.

- All user stories were completed.

The user stories below are completed.

- User Story 1: Continue backend design and implementation planning for chat services
- User Story 2: Expand and structure advising resources for later project use
- User Story 3: Refine chatbot prompt behavior and response consistency
- User Story 4: Continue frontend planning and prepare for UI implementation
- User Story 5: Support technical review and project integration planning

02.16.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued designing feature to be able to take FIU CS flowchart and convert information in flowchart into JSON object
- What is planned to be done until the next scrum meeting?
 - Continue designing feature to be able to take FIU CS flowchart and convert information in flowchart into JSON object
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued organizing advising resources and expanding project documentation notes for future use.
- What is planned to be done until the next scrum meeting?
 - Keep improving the centralized resource document and preparing information for structured documentation.
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued supporting backend planning and reviewing project setup for future implementation.
- What is planned to be done until the next scrum meeting?
 - Keep assisting with backend review and technical setup planning.

- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued refining frontend planning and reviewing possible layout ideas for the chat interface.
- What is planned to be done until the next scrum meeting?
 - Keep preparing for UI implementation and frontend structure work.
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued refining chatbot prompt behavior and clarifying expected advising-response patterns.
- What is planned to be done until the next scrum meeting?
 - Keep improving prompt consistency and define clearer response expectations.
- What are the hurdles?
 - N/A

02.17.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Created AuditParserService and AuditParserController in order to take in a user's FIU Degree Audit and create an Audit json object to serve to the model as context when answering audit related questions

- What is planned to be done until the next scrum meeting?
 - Add ChatPage.tsx component to serve as main chat page where users can interact with the AI advisor model
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Expanded the centralized resource notes and continued organizing advising-related information for the team.
- What is planned to be done until the next scrum meeting?
 - Continue strengthening the documentation base and preserving useful project resources.
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued supporting backend planning and reviewing project setup for future implementation.
- What is planned to be done until the next scrum meeting?
 - Keep assisting with backend review and technical setup planning.
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Worked on refining frontend direction and planning the structure of the chat page.
- What is planned to be done until the next scrum meeting?
 - Continue preparing for frontend implementation and organizing UI components.
- What are the hurdles?

- N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Worked on refining prompt expectations and the structure the chatbot should follow in responses.
- What is planned to be done until the next scrum meeting?
 - Continue improving prompt behavior and response formatting expectations.
- What are the hurdles?
 - N/A

02.18.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Added ChatPage.tsx component to hold features and components as displayed on wireframes created on figma
- What is planned to be done until the next scrum meeting?
 - Create Sidebar for ChatPage.tsx
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued organizing collected advising resources and maintaining documentation notes for later project use.
- What is planned to be done until the next scrum meeting?

- Keep improving the resource document and preparing information for eventual markdown formatting.
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued supporting backend planning and reviewing project setup for future implementation.
- What is planned to be done until the next scrum meeting?
 - Keep assisting with backend review and technical setup planning.
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Refined early UI ideas and continued shaping the frontend direction for implementation.
- What is planned to be done until the next scrum meeting?
 - Keep refining the frontend organization and possible chat interface structure.
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued shaping the chatbot prompt direction and defining clearer advising-response expectations.
- What is planned to be done until the next scrum meeting?
 - Keep refining prompt structure and how the chatbot should behave in student interactions.
- What are the hurdles?
 - N/A

02.19.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Created Sidebar.tsx in order to allow users to create a new chat and also provide students with FIU resources (direct links)
- What is planned to be done until the next scrum meeting?
 - Add functionality to call OpenAI API in order to send messages to model and gather response to post on frontend.
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued building out documentation support by preserving and organizing advising-related project resources.
- What is planned to be done until the next scrum meeting?
 - Continue improving resource organization and documentation materials.
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued supporting technical planning and reviewing how backend components should be organized.
- What is planned to be done until the next scrum meeting?
 - Continue assisting with backend planning and setup review.

- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued frontend planning and reviewed how the chat interface should be organized visually.
- What is planned to be done until the next scrum meeting?
 - Keep preparing the frontend direction for future implementation work.
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued refining chatbot response expectations and planning how the AI should answer advising-related questions.
- What is planned to be done until the next scrum meeting?
 - Continue improving prompt clarity and response consistency.
- What are the hurdles?
 - N/A

02.20.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Created InputBox.tsx to allow users to add a message to send to AI model as well as attach documents for added context
- What is planned to be done until the next scrum meeting?

- Continue implementing feature to allow users to send messages to model
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued expanding the advising resource base and organizing project notes for documentation.
- What is planned to be done until the next scrum meeting?
 - Carry the documentation and resource-organization work into the next sprint.
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued supporting technical planning and reviewing how backend components should be organized.
- What is planned to be done until the next scrum meeting?
 - Continue assisting with backend planning and setup review.
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Reviewed progress on frontend planning and continued preparing for UI implementation in a later sprint.
- What is planned to be done until the next scrum meeting?
 - Carry frontend planning work into the next sprint and continue refining interface ideas.
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued refining the chatbot prompt direction and improving how the AI's advising role is defined.
- What is planned to be done until the next scrum meeting?
 - Carry prompt-planning work into the next sprint and continue improving response behavior.
- What are the hurdles?
 - N/A

02.22.26 Sprint Retrospective Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

What went wrong?

- Did we do a good job estimating our team's velocity?
 - Yes
- Did we do a good job estimating the points (time required) for each user story?
 - Yes
- Did each team member work as scheduled?
 - Yes

What went right?

- The team continued making steady progress in planning, documentation, prompt refinement, and frontend/backend preparation.
- Project resources became more organized and the chatbot response direction became more clearly defined.

How to address the issues in the next sprint?

- How to improve the process?
 - Continue building on the planning and documentation work already completed so implementation can move forward more efficiently.
- How to improve the product?

- Use the improved documentation, frontend planning, backend planning, and prompt structure to support more concrete feature development in the next sprint.

02.22.26 Sprint Review Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

After a show and tell presentation, the implementation of the following user stories were accepted by the product owners: All.

- User Story 1: Continue backend design and implementation planning for chat services
- User Story 2: Expand and structure advising resources for later project use
- User Story 3: Refine chatbot prompt behavior and response consistency
- User Story 4: Continue frontend planning and prepare for UI implementation
- User Story 5: Support technical review and project integration planning

The following ones were rejected and moved back to the product backlog to be assigned to a future sprint at a future Spring Planning meeting.

- User Story None
 - How this should be reflected on the user story definition in Mingle:
 - Mark the sprint's backend planning, documentation refinement, prompt work, frontend planning, and technical review stories as completed.
 - Use these completed stories to support more concrete implementation tasks in the next sprint.

03.02.26 Sprint Planning Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

After discussion, the velocity of the team was estimated to be 14 story points.

The product owner chose the following user stories to be done during the next sprint. They are ordered based on their priority.

- User Story 1: Continue backend implementation planning and service architecture refinement
- User Story 2: Improve documentation and organize advising resources for project use

- User Story 3: Refine chatbot prompt behavior and response consistency for advising scenarios
- User Story 4: Continue frontend planning and prepare the chat interface structure
- User Story 5: Support technical review and integration planning across the system

The team members indicated their willingness to work on the following user stories.

- Dabian Garnica
 - User Story 1: Continue backend implementation planning and service architecture refinement
 - User Story 5: Support technical review and integration planning across the system
 - User Story 3: Refine chatbot prompt behavior and response consistency for advising scenarios
- Scarlett Herrera
 - User Story 2: Improve documentation and organize advising resources for project use
 - User Story 3: Refine chatbot prompt behavior and response consistency for advising scenarios
 - User Story 5: Support technical review and integration planning across the system
- Gabriela Saldana
 - User Story 5: Support technical review and integration planning across the system
 - User Story 2: Improve documentation and organize advising resources for project use
 - User Story 1: Continue backend implementation planning and service architecture refinement
- Fernando Azanza
 - User Story 4: Continue frontend planning and prepare the chat interface structure
 - User Story 1: Continue backend implementation planning and service architecture refinement
 - User Story 5: Support technical review and integration planning across the system
- Anya Assing
 - User Story 3: Refine chatbot prompt behavior and response consistency for advising scenarios

- User Story 2: Improve documentation and organize advising resources for project use
- User Story 1: Continue backend implementation planning and service architecture refinement

03.02.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Created ChatController and ChatService in order to call OpenAI API in order to send request containing user message to gpt-4o model and retrieve response
- What is planned to be done until the next scrum meeting?
 - Add hook to send messages and create message thread in order to send and get a response from OpenAI API
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued organizing advising resources and expanding project documentation notes for future use.
- What is planned to be done until the next scrum meeting?
 - Keep improving the centralized resource document and preparing information for structured documentation.
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3

- What was done since the last scrum meeting?
 - Continued supporting technical review and helped organize backend implementation planning.
- What is planned to be done until the next scrum meeting?
 - Keep assisting with system integration planning and backend review.
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued refining frontend planning and reviewing possible layout ideas for the chat interface.
- What is planned to be done until the next scrum meeting?
 - Keep preparing for UI implementation and frontend structure work.
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued refining chatbot prompt behavior and clarifying expected advising-response patterns.
- What is planned to be done until the next scrum meeting?
 - Keep improving prompt consistency and define clearer response expectations.
- What are the hurdles?
 - N/A

03.03.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?

- 3
- What was done since the last scrum meeting?
 - Built useMessages Hook in order to send and get a response from OpenAI API when sending a message
- What is planned to be done until the next scrum meeting?
 - Add backend functionality call to InputBox.tsx in order to call ChatController
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Expanded the centralized resource notes and continued organizing advising-related information for the team.
- What is planned to be done until the next scrum meeting?
 - Continue strengthening the documentation base and preserving useful project resources.
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued supporting technical review and helped organize backend implementation planning.
- What is planned to be done until the next scrum meeting?
 - Keep assisting with system integration planning and backend review.
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Worked on refining frontend direction and planning the structure of the chat page.

- What is planned to be done until the next scrum meeting?
 - Continue preparing for frontend implementation and organizing UI components.
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Worked on refining prompt expectations and the structure the chatbot should follow in responses.
- What is planned to be done until the next scrum meeting?
 - Continue improving prompt behavior and response formatting expectations.
- What are the hurdles?
 - N/A

03.04.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Routed backend functionality in InputBox.tsx to call ChatController from frontend, allowing user to send message through use of useChatMessages hook
- What is planned to be done until the next scrum meeting?
 - Add functionality to be able to attach png, jpeg and pngs as context to get responses from Advisor AI model
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?

- Continued organizing collected advising resources and maintaining documentation notes for later project use.
- What is planned to be done until the next scrum meeting?
 - Keep improving the resource document and preparing information for eventual markdown formatting.
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued supporting technical review and helped organize backend implementation planning.
- What is planned to be done until the next scrum meeting?
 - Keep assisting with system integration planning and backend review.
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Refined early UI ideas and continued shaping the frontend direction for implementation.
- What is planned to be done until the next scrum meeting?
 - Keep refining the frontend organization and possible chat interface structure.
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued shaping the chatbot prompt direction and defining clearer advising-response expectations.
- What is planned to be done until the next scrum meeting?

- Keep refining prompt structure and how the chatbot should behave in student interactions.
- What are the hurdles?
 - N/A

03.05.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Added functionality to attach png, jpeg and pngs using InputBox.tsx and a FileUploadPopover.tsx component to allow users to add attachments
- What is planned to be done until the next scrum meeting?
 - Add a preview component in order to allow user to see preview of file they upload, also allowing for confirmation of submission
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued building out documentation support by preserving and organizing advising-related project resources.
- What is planned to be done until the next scrum meeting?
 - Continue improving resource organization and documentation materials.
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?

- Continued supporting backend planning and helping review project integration needs.
- What is planned to be done until the next scrum meeting?
 - Continue assisting with implementation planning and system review.
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued frontend planning and reviewed how the chat interface should be organized visually.
- What is planned to be done until the next scrum meeting?
 - Keep preparing the frontend direction for future implementation work.
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued refining chatbot response expectations and planning how the AI should answer advising-related questions.
- What is planned to be done until the next scrum meeting?
 - Continue improving prompt clarity and response consistency.
- What are the hurdles?
 - N/A

03.06.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3

- What was done since the last scrum meeting?
 - Added FilePreview.tsx component to show user a preview of the file they uploaded before hitting send
- What is planned to be done until the next scrum meeting?
 - Update useMessages hook in order to create actual list of agent and user messages that can later be stored as chat history for model context
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued expanding the advising resource base and organizing project notes for documentation.
- What is planned to be done until the next scrum meeting?
 - Carry the documentation and resource-organization work into the next sprint.
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued supporting backend planning and helping review project integration needs.
- What is planned to be done until the next scrum meeting?
 - Continue assisting with implementation planning and system review.
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Reviewed progress on frontend planning and continued preparing for UI implementation in a later sprint.

- What is planned to be done until the next scrum meeting?
 - Carry frontend planning work into the next sprint and continue refining interface ideas.
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued refining the chatbot prompt direction and improving how the AI's advising role is defined.
- What is planned to be done until the next scrum meeting?
 - Carry prompt-planning work into the next sprint and continue improving response behavior.
- What are the hurdles?
 - N/A

03.09.26 Sprint Backlog Grooming Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

The following user stories were created/discussed/refined/prioritized.

- All user stories were completed.

The user stories below are completed.

- User Story 1: Continue backend implementation planning and technical review for chat services
- User Story 2: Improve documentation and organize advising resources for project use
- User Story 3: Refine chatbot prompt behavior and response consistency for advising scenarios
- User Story 4: Continue frontend planning and prepare the chat interface structure
- User Story 5: Support system integration planning and overall implementation review

03.09.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Updated useChatMessages hook to create a list of chat messages including user and AI messages that can then be posted on the frontend creating a "Chat" interface
- What is planned to be done until the next scrum meeting?
 - Research how to use Redis in order to temporarily store chat history
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued improving documentation materials and organizing advising-related resources for the project.
- What is planned to be done until the next scrum meeting?
 - Keep strengthening the documentation base and preparing resources for later presentation.
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued supporting technical review and helping organize backend implementation planning.
- What is planned to be done until the next scrum meeting?
 - Keep assisting with system integration planning and backend support.
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued reviewing frontend planning and shaping the chat interface direction.
- What is planned to be done until the next scrum meeting?
 - Keep preparing for frontend implementation and refining UI structure.
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued refining the chatbot prompt direction and the expected structure of advising responses.
- What is planned to be done until the next scrum meeting?
 - Keep improving prompt consistency and response formatting behavior.
- What are the hurdles?
 - N/A

03.10.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Researched how to use Redis Cache and created Cache within Redis Insights in order to store Chat History
- What is planned to be done until the next scrum meeting?
 - Work on functionality to add Chat History of AI Messages and User Messages in Redis Cache
- What are the hurdles?

- N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Expanded organized resource notes and continued improving documentation support for the team.
- What is planned to be done until the next scrum meeting?
 - Continue preparing documentation materials and preserving project resources.
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued supporting technical review and helping organize backend implementation planning.
- What is planned to be done until the next scrum meeting?
 - Keep assisting with system integration planning and backend support.
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Refined frontend planning and reviewed possible structure for the chat page layout.
- What is planned to be done until the next scrum meeting?
 - Continue organizing frontend ideas and preparing for UI implementation.
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?

- 3
- What was done since the last scrum meeting?
 - Worked on refining prompt expectations and clarifying how the chatbot should answer advising questions.
- What is planned to be done until the next scrum meeting?
 - Continue improving prompt behavior and expected response structure.
- What are the hurdles?
 - N/A

03.11.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Added functionality of chat history by using a Redis Cache to temporarily store both user and AI messages to maintain context during user conversations held within RedisChatHistoryStore.cs
- What is planned to be done until the next scrum meeting?
 - Clean up edge case where system prompt gets added to chat history instead of only user and AI messages
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued organizing collected advising resources and maintaining project documentation notes.
- What is planned to be done until the next scrum meeting?
 - Keep improving the resource document and preparing information for presentation materials.
- What are the hurdles?

- N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued supporting technical review and helping organize backend implementation planning.
- What is planned to be done until the next scrum meeting?
 - Keep assisting with system integration planning and backend support.
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Worked on refining the frontend direction and shaping possible chat interface organization.
- What is planned to be done until the next scrum meeting?
 - Continue preparing for frontend implementation and UI refinement.
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued shaping the chatbot prompt direction and defining clearer response expectations.
- What is planned to be done until the next scrum meeting?
 - Keep refining prompt structure and improving chatbot consistency.
- What are the hurdles?
 - N/A

03.12.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Updated Audit object with toString to allow ChatService to use Audit Context when sending message to AI. Fixed edge case in Redis
- What is planned to be done until the next scrum meeting?
 - Create unit tests for existing controller and services
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued building out documentation support and organizing advising-related project resources.
- What is planned to be done until the next scrum meeting?
 - Continue improving documentation materials and centralizing useful project information.
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued supporting backend planning and helping review integration needs across the project.
- What is planned to be done until the next scrum meeting?
 - Continue assisting with technical planning and system review.
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued frontend planning and reviewed visual organization for the chat interface.
- What is planned to be done until the next scrum meeting?
 - Keep preparing the frontend direction for future implementation work.
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued refining chatbot response expectations and planning how the AI should behave in advising scenarios.
- What is planned to be done until the next scrum meeting?
 - Continue improving prompt clarity and response consistency.
- What are the hurdles?
 - N/A

03.13.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Added unit tests for existing controllers and services within the codebase. Also updated Audit object with toString to allow ChatService to use Audit Context when sending message to AI
- What is planned to be done until the next scrum meeting?
 - Look at existing Github issue backlog and complete a ticket
- What are the hurdles?

- N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued expanding the advising resource base and organizing project notes for documentation and presentation.
- What is planned to be done until the next scrum meeting?
 - Carry the documentation and resource-organization work into the next sprint.
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued supporting backend planning and helping review integration needs across the project.
- What is planned to be done until the next scrum meeting?
 - Continue assisting with technical planning and system review.
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Reviewed progress on frontend planning and continued preparing for later implementation.
- What is planned to be done until the next scrum meeting?
 - Carry frontend planning work into the next sprint and continue refining interface ideas.
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued refining the chatbot prompt direction and improving how the AI's advising role is defined.
- What is planned to be done until the next scrum meeting?
 - Carry prompt-planning work into the next sprint and continue improving response behavior.
- What are the hurdles?
 - N/A

03.15.26 Sprint Retrospective Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

What went wrong?

- Did we do a good job estimating our team's velocity?
 - Yes
- Did we do a good job estimating the points (time required) for each user story?
 - Yes
- Did each team member work as scheduled?
 - Yes

What went right?

- The team continued making steady progress in prompt refinement, documentation, frontend planning, and backend review.
- Project materials were better organized and the chatbot response direction became more clearly defined.

How to address the issues in the next sprint?

- How to improve the process?
 - Keep building on the planning and documentation work already completed so implementation and testing can move forward more efficiently.
- How to improve the product?

- Use the improved documentation, frontend planning, backend planning, and prompt structure to support more concrete testing and feature development in the next sprint.

03.15.26 Sprint Review Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

After a show and tell presentation, the implementation of the following user stories were accepted by the product owners: All.

- User Story 1: Continue backend implementation planning and technical review for chat services
- User Story 2: Improve documentation and organize advising resources for project use
- User Story 3: Refine chatbot prompt behavior and response consistency for advising scenarios
- User Story 4: Continue frontend planning and prepare the chat interface structure
- User Story 5: Support system integration planning and overall implementation review

The following ones were rejected and moved back to the product backlog to be assigned to a future sprint at a future Spring Planning meeting.

- User Story None
 - How this should be reflected on the user story definition in Mingle:
 - Mark the sprint's documentation work, frontend planning, prompt refinement, backend planning, and integration review stories as completed.
 - Use these completed stories to support more concrete testing and implementation work in the next sprint.

03.16.26 Sprint Planning Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

After discussion, the velocity of the team was estimated to be 15 story points.

The product owner chose the following user stories to be done during the next sprint. They are ordered based on their priority.

- User Story 1: Test embeddings and improve retrieval quality for chatbot responses
- User Story 2: Refine chatbot prompt behavior and response formatting
- User Story 3: Continue improving project documentation and organized resources
- User Story 4: Continue frontend updates for landing page and chat experience
- User Story 5: Review audit-based advising output and identify remaining issues

The team members indicated their willingness to work on the following user stories.

- Dabian Garnica
 - User Story 1: Test embeddings and improve retrieval quality for chatbot responses
 - User Story 4: Continue frontend updates for landing page and chat experience
 - User Story 5: Review audit-based advising output and identify remaining issues
- Scarlett Herrera
 - User Story 3: Continue improving project documentation and organized resources
 - User Story 5: Review audit-based advising output and identify remaining issues
 - User Story 1: Test embeddings and improve retrieval quality for chatbot responses
- Gabriela Saldana
 - User Story 1: Test embeddings and improve retrieval quality for chatbot responses
 - User Story 5: Review audit-based advising output and identify remaining issues
 - User Story 3: Continue improving project documentation and organized resources
- Fernando Azanza
 - User Story 4: Continue frontend updates for landing page and chat experience
 - User Story 5: Review audit-based advising output and identify remaining issues
 - User Story 1: Test embeddings and improve retrieval quality for chatbot responses
- Anya Assing
 - User Story 2: Refine chatbot prompt behavior and response formatting
 - User Story 3: Continue improving project documentation and organized resources
 - User Story 5: Review audit-based advising output and identify remaining issues

03.16.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Refactored Home Page components into proper Components folder
- What is planned to be done until the next scrum meeting?
 - Add functionality for users to create a new chat using NewChatButton.tsx held inside Sidebar.tsx
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued improving documentation materials and organizing advising-related resources for the project.
- What is planned to be done until the next scrum meeting?
 - Keep strengthening the documentation base and preparing resources for later presentation.
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Began focusing more on embeddings and retrieval-related work for improving chatbot context.
- What is planned to be done until the next scrum meeting?
 - Continue testing embeddings and reviewing how retrieval quality affects chatbot responses.

- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued reviewing frontend planning and shaping the chat interface direction.
- What is planned to be done until the next scrum meeting?
 - Keep preparing for frontend implementation and refining UI structure.
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Continued refining the chatbot prompt direction and the expected structure of advising responses.
- What is planned to be done until the next scrum meeting?
 - Keep improving prompt consistency and response formatting behavior.
- What are the hurdles?
 - N/A

03.17.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Added functionality to create new chats through the use of react hooks and creating new Ids to serve as a new key (object) within Redis to separate chat history of each user
- What is planned to be done until the next scrum meeting?

- Fix AuditParser bug that interferes with gathering all context necessary for AI model to answer audit related questions
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Expanded organized resource notes and continued improving documentation support for the team.
- What is planned to be done until the next scrum meeting?
 - Continue preparing documentation materials and preserving project resources.
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Began focusing more on embeddings and retrieval-related work for improving chatbot context.
- What is planned to be done until the next scrum meeting?
 - Continue testing embeddings and reviewing how retrieval quality affects chatbot responses.
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Refined frontend planning and reviewed possible structure for the chat page layout.
- What is planned to be done until the next scrum meeting?
 - Continue organizing frontend ideas and preparing for UI implementation.
- What are the hurdles?

- N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Worked on refining prompt expectations and clarifying how the chatbot should answer advising questions.
- What is planned to be done until the next scrum meeting?
 - Continue improving prompt behavior and expected response structure.
- What are the hurdles?
 - N/A

03.18.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Tried to resolve bug that was limiting functionality of audit parser service
- What is planned to be done until the next scrum meeting?
 - Update frontend to parse markdown passed in by AI to display non-plaintext
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Opened and Merged PR for Pinecone service and Embedding Service
- What is planned to be done until the next scrum meeting?
 - Work on adding resource content to embeddings in vector store
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Compiled resources for use in embeddings
- What is planned to be done until the next scrum meeting?
 - Work on documentation such as UML diagrams and data flow pipelines to present findings
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Developed frontend code for website landing page, including working media queries for mobile support
- What is planned to be done until the next scrum meeting?
 - Update UI for chat service to match theming in the landing page
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Wrote prompt to set context for AI model and describe its role, setting guidelines for specific JSON formatting
- What is planned to be done until the next scrum meeting?
 - Refine prompt to vary depending on what type of document was sent, with specific safeguards to ensure consistent responses
- What are the hurdles?
 - N/A

03.19.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Further explored audit parser bug
- What is planned to be done until the next scrum meeting?
 - Update frontend to parse markdown passed in by AI to display non-plaintext
- What are the hurdles?
 - Frontend can not be updated until Anya's prompt is written

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Opened and Merged PR for Pinecone service and Embedding Service
- What is planned to be done until the next scrum meeting?
 - Work on adding resource content to embeddings in vector store
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Compiled resources for use in embeddings
- What is planned to be done until the next scrum meeting?
 - Work on documentation such as UML diagrams and data flow pipelines to present findings
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3

- What was done since the last scrum meeting?
 - Developed frontend code for website landing page, including working media queries for mobile support
- What is planned to be done until the next scrum meeting?
 - Update UI for chat service to match theming in the landing page
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Wrote prompt to set context for AI model and describe its role, setting guidelines for specific JSON formatting
- What is planned to be done until the next scrum meeting?
 - Refine prompt to vary depending on what type of document was sent, with specific safeguards to ensure consistent responses
- What are the hurdles?
 - N/A

03.20.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Further explored audit parser bug
- What is planned to be done until the next scrum meeting?
 - Update frontend to parse markdown passed in by AI to display non-plaintext
- What are the hurdles?
 - Frontend can not be updated until Anya's prompt is written

Gabriela Saldana:

- How many hours did I work since the last meeting?

- 3
- What was done since the last scrum meeting?
 - Opened and Merged PR for Pinecone service and Embedding Service
- What is planned to be done until the next scrum meeting?
 - Work on adding resource content to embeddings in vector store
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Compiled resources for use in embeddings
- What is planned to be done until the next scrum meeting?
 - Work on documentation such as UML diagrams and data flow pipelines to present findings
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Developed frontend code for website landing page, including working media queries for mobile support
- What is planned to be done until the next scrum meeting?
 - Update UI for chat service to match theming in the landing page
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Wrote prompt to set context for AI model and describe its role, setting guidelines for specific JSON formatting
- What is planned to be done until the next scrum meeting?

- Refine prompt to vary depending on what type of document was sent, with specific safeguards to ensure consistent responses
- What are the hurdles?
 - N/A

03.23.26 Sprint Backlog Grooming Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

The following user stories were created/discussed/refined/prioritized.

- All user stories were completed.

The user stories below are completed.

- User Story 1: Test embeddings and improve retrieval quality for chatbot responses
- User Story 2: Refine chatbot prompt behavior and response formatting
- User Story 3: Continue improving project documentation and organized resources
- User Story 4: Continue frontend updates for landing page and chat experience
- User Story 5: Review audit-based advising output and identify remaining issues

03.23.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Tested embeddings changes
- What is planned to be done until the next scrum meeting?
 - Continue testing embeddings changes
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?

- 3
- What was done since the last scrum meeting?
 - Opened and Merged PR for new embeddings to use as context for RAG retrieval
- What is planned to be done until the next scrum meeting?
 - Test embedding changes
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Compiled resources for use in embeddings
- What is planned to be done until the next scrum meeting?
 - Work on documentation such as UML diagrams and data flow pipelines to present findings
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Developed frontend code for website landing page, including working media queries for mobile support
- What is planned to be done until the next scrum meeting?
 - Update UI for chat service to match theming in the landing page
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Wrote prompt to set context for AI model and describe its role, setting guidelines for specific JSON formatting
- What is planned to be done until the next scrum meeting?

- Refine prompt to vary depending on what type of document was sent, with specific safeguards to ensure consistent responses
- What are the hurdles?
 - N/A

03.24.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Tested embeddings changes
- What is planned to be done until the next scrum meeting?
 - Add option to start a new chat, ensuring new chatId is created too
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Tested embedding changes
- What is planned to be done until the next scrum meeting?
 - Continue testing embeddings changes
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Compiled resources for use in embeddings
- What is planned to be done until the next scrum meeting?

- Work on documentation such as UML diagrams and data flow pipelines to present findings
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Merged frontend landing page changes
- What is planned to be done until the next scrum meeting?
 - Add button to chat landing page to instruct student to upload their audit
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Wrote prompt to set context for AI model and describe its role, setting guidelines for specific JSON formatting
- What is planned to be done until the next scrum meeting?
 - Refine prompt to vary depending on what type of document was sent, with specific safeguards to ensure consistent responses
- What are the hurdles?
 - N/A

03.25.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?

- Fixed issue on home page where navbar was overlapping. Merged PR with change to allow user to start a new chat.
- What is planned to be done until the next scrum meeting?
 - Help scarlett with documentation related questions, work with gabby to continue testing embeddings
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Tested embedding changes
- What is planned to be done until the next scrum meeting?
 - Continue testing embeddings changes
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Improved and worked on documentation
- What is planned to be done until the next scrum meeting?
 - Work on documentation such as UML diagrams and data flow pipelines to present findings
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Merged frontend landing page changes
- What is planned to be done until the next scrum meeting?
 - Add button to chat landing page to instruct student to upload their audit
- What are the hurdles?

- N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Refine prompt to vary depending on what type of document was sent, with specific safeguards to ensure consistent responses
- What is planned to be done until the next scrum meeting?
 - Continue testing response output and organize previous scrum notes into one master document
- What are the hurdles?
 - N/A

03.26.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Reviewed Feranado's PR adding dark mode and tested the branch locally
- What is planned to be done until the next scrum meeting?
 - Help scarlett with documentation related questions, work with gabby to continue testing embeddings
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Tested embedding changes
- What is planned to be done until the next scrum meeting?
 - Continue testing embeddings changes

- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Improved and worked on documentation
- What is planned to be done until the next scrum meeting?
 - Work on documentation such as UML diagrams and data flow pipelines to present findings
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Merged frontend landing page changes
- What is planned to be done until the next scrum meeting?
 - Add button to chat landing page to instruct student to upload their audit
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Refine prompt to vary depending on what type of document was sent, with specific safeguards to ensure consistent responses
- What is planned to be done until the next scrum meeting?
 - Continue testing response output and organize previous scrum notes into one master document
- What are the hurdles?
 - N/A

03.27.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Reviewed Feranado's PR adding dark mode and tested the branch locally
- What is planned to be done until the next scrum meeting?
 - Help scarlett with documentation related questions, work with gabby to continue testing embeddings
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Tested embedding changes
- What is planned to be done until the next scrum meeting?
 - Continue testing embeddings changes
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Improved and worked on documentation
- What is planned to be done until the next scrum meeting?
 - Work on documentation such as UML diagrams and data flow pipelines to present findings
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Merged frontend landing page changes
- What is planned to be done until the next scrum meeting?
 - Add button to chat landing page to instruct student to upload their audit
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Refine prompt to vary depending on what type of document was sent, with specific safeguards to ensure consistent responses
- What is planned to be done until the next scrum meeting?
 - Continue testing response output and organize previous scrum notes into one master document
- What are the hurdles?
 - N/A

03.29.26 Sprint Retrospective Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

What went wrong?

- Did we do a good job estimating our team's velocity?
 - Yes
- Did we do a good job estimating the points (time required) for each user story?
 - Yes
- Did each team member work as scheduled?
 - Yes
- Certain requests from the bot did not respond appropriately (i.e. asking questions related to the calendar)

What went right?

- Everyone tested each others changes and left appropriate comments under PRs
- Front-end text rendering was improved so chatbox responses display more clearly

How to address the issues in the next sprint?

- How to improve the process?
 - Continue testing chatbot responses across different student questions and uploaded documents.
- How to improve the product?
 - Improve embeddings and context retrieval for more accurate advising responses.

03.29.26 Sprint Review Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

After a show and tell presentation, the implementation of the following user stories were accepted by the product owners: All.

- User Story 1: Improve chatbot response formatting and readability in the frontend
- User Story 2: Add markdown rendering support for AI-generated chat responses
- User Story 3: Refine prompt structure for audit-based and general advising responses
- User Story 4: Continue testing chatbot response quality across advising scenarios

The following ones were rejected and moved back to the product backlog to be assigned to a future sprint at a future Spring Planning meeting.

- Refine backend handling of degree-audit context for more reliable class recommendations
 - How this should be reflected on the user story definition in Mingle:
 - Mark the front-end markdown rendering and prompt formatting stories as accepted and completed
 - Move the audit-planning accuracy stories back to the product backlog
 - Add notes that output formatting improved but exact class-planning logic still needs more testing and backend clarification
 - Reprioritize the audit planning stories for a future sprint after additional team discussion and testing

03.30.26 Sprint Planning Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

After discussion, the velocity of the team was estimated to be 15 story points.

The product owner chose the following user stories for the next sprint. They are ordered based on priority.

- User Story 1: Refine chatbot response formatting and prompt behavior
- User Story 2: Continue testing embeddings and chatbot responses
- User Story 3: Improve documentation and organize project resources
- User Story 4: Refine frontend chat experience and related interface updates
- User Story 5: Review audit-based advising output and identify remaining issues

The team members indicated their willingness to work on the following user stories.

Dabian Garnica

- User Story 2: Continue testing embeddings and chatbot responses
- User Story 4: Refine frontend chat experience and related interface updates

Scarlett Herrera

- User Story 3: Improve documentation and organize project resources
- User Story 5: Review audit-based advising output and identify remaining issues

Gabriela Saldana

- User Story 2: Continue testing embeddings and chatbot responses
- User Story 5: Review audit-based advising output and identify remaining issues

Fernando Azanza

- User Story 4: Refine frontend chat experience and related interface updates
- User Story 5: Review audit-based advising output and identify remaining issues

Anya Assing

- User Story 1: Refine chatbot response formatting and prompt behavior
- User Story 3: Improve documentation and organize project resources

03.30.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?

- Discussed with gabby which user stories to focus on for demoing on April 17th
- What is planned to be done until the next scrum meeting?
 - Test embeddings to ensure responses are refined and up to par for demo
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Tested embedding changes
- What is planned to be done until the next scrum meeting?
 - Continue testing embeddings changes
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Improved and worked on documentation
- What is planned to be done until the next scrum meeting?
 - Work on documentation such as UML diagrams and data flow pipelines to present findings
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Merged frontend landing page changes
- What is planned to be done until the next scrum meeting?
 - Add button to chat landing page to instruct student to upload their audit
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Refine prompt to vary depending on what type of document was sent, with specific safeguards to ensure consistent responses
- What is planned to be done until the next scrum meeting?
 - Continue testing response output and organize previous scrum notes into one master document
- What are the hurdles?
 - N/A

03.31.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Discussed with gabby which user stories to focus on for demoing on April 17th
- What is planned to be done until the next scrum meeting?
 - Test embeddings to ensure responses are refined and up to par for demo
- What are the hurdles?
 - Wait on Gabby's changes to test embeddings

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Tested embedding changes
- What is planned to be done until the next scrum meeting?
 - Continue testing embeddings changes
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Improved and worked on documentation
- What is planned to be done until the next scrum meeting?
 - Work on documentation such as UML diagrams and data flow pipelines to present findings
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Merged frontend landing page changes
- What is planned to be done until the next scrum meeting?
 - Add button to chat landing page to instruct student to upload their audit
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Refine prompt to vary depending on what type of document was sent, with specific safeguards to ensure consistent responses
- What is planned to be done until the next scrum meeting?
 - Continue testing response output and organize previous scrum notes into one master document
- What are the hurdles?
 - N/A

04.01.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Discussed with gabby issue related to merge conflict when pulling from dev
- What is planned to be done until the next scrum meeting?
 - Test embeddings to ensure responses are refined and up to par for demo
- What are the hurdles?
 - Wait on Gabby's changes to test embeddings

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Tested embedding changes
- What is planned to be done until the next scrum meeting?
 - Continue testing embeddings changes
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Improved and worked on documentation
- What is planned to be done until the next scrum meeting?
 - Work on documentation such as UML diagrams and data flow pipelines to present findings
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Merged frontend landing page changes

- What is planned to be done until the next scrum meeting?
 - Add button to chat landing page to instruct student to upload their audit
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Refine prompt to vary depending on what type of document was sent, with specific safeguards to ensure consistent responses
- What is planned to be done until the next scrum meeting?
 - Continue testing response output and organize previous scrum notes into one master document
- What are the hurdles?
 - N/A

04.02.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Discussed with gabby issue related to merge conflict when pulling from dev
- What is planned to be done until the next scrum meeting?
 - Test embeddings to ensure responses are refined and up to par for demo
- What are the hurdles?
 - Wait on Gabby's changes to test embeddings

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Tested embedding changes

- What is planned to be done until the next scrum meeting?
 - Continue testing embeddings changes
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Improved and worked on documentation
- What is planned to be done until the next scrum meeting?
 - Work on documentation such as UML diagrams and data flow pipelines to present findings
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Merged frontend landing page changes
- What is planned to be done until the next scrum meeting?
 - Add button to chat landing page to instruct student to upload their audit
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Refine prompt to vary depending on what type of document was sent, with specific safeguards to ensure consistent responses
- What is planned to be done until the next scrum meeting?
 - Continue testing response output and organize previous scrum notes into one master document
- What are the hurdles?
 - N/A

04.03.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Discussed with gabby issue related to merge conflict when pulling from dev
- What is planned to be done until the next scrum meeting?
 - Test embeddings to ensure responses are refined and up to par for demo
- What are the hurdles?
 - Wait on Gabby's changes to test embeddings

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Tested embedding changes
- What is planned to be done until the next scrum meeting?
 - Continue testing embeddings changes
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Improved and worked on documentation
- What is planned to be done until the next scrum meeting?
 - Work on documentation such as UML diagrams and data flow pipelines to present findings
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Merged frontend landing page changes
- What is planned to be done until the next scrum meeting?
 - Add button to chat landing page to instruct student to upload their audit
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Refine prompt to vary depending on what type of document was sent, with specific safeguards to ensure consistent responses
- What is planned to be done until the next scrum meeting?
 - Continue testing response output and organize previous scrum notes into one master document
- What are the hurdles?
 - N/A

04.06.26 Sprint Backlog Grooming Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

The following user stories were created/discussed/refined/prioritized.

- All user stories were completed.

The user stories below are completed.

- User Story 1: Continue testing embeddings and chatbot response quality for the demo
- User Story 2: Refine chatbot prompt behavior and output consistency
- User Story 3: Continue improving project documentation and organized resources
- User Story 4: Continue frontend improvements for landing page and chat experience
- User Story 5: Review remaining audit-based advising issues and prepare demo-focused fixes

04.06.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 9pm

End time: 10pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Researched how to deploy backend using Azure containers instead of web deployment due to lack of Azure credits
- What is planned to be done until the next scrum meeting?
 - Deploy backend using Azure if possible to add deployment section to documentation
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Tested embedding changes
- What is planned to be done until the next scrum meeting?
 - Continue testing embeddings changes
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Improved and worked on documentation
- What is planned to be done until the next scrum meeting?
 - Work on documentation such as UML diagrams and data flow pipelines to present findings
- What are the hurdles?

- N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Merged frontend landing page changes
- What is planned to be done until the next scrum meeting?
 - Add button to chat landing page to instruct student to upload their audit
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Refine prompt to vary depending on what type of document was sent, with specific safeguards to ensure consistent responses
- What is planned to be done until the next scrum meeting?
 - Continue testing response output and organize previous scrum notes into one master document
- What are the hurdles?
 - N/A

04.07.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 9pm

End time: 10pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Researched how to deploy backend using Azure containers instead of web deployment due to lack of Azure credits
- What is planned to be done until the next scrum meeting?

- Deploy backend using Azure if possible to add deployment section to documentation
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Tested embedding changes
- What is planned to be done until the next scrum meeting?
 - Continue testing embeddings changes
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Improved and worked on documentation
- What is planned to be done until the next scrum meeting?
 - Work on documentation such as UML diagrams and data flow pipelines to present findings
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Merged frontend landing page changes
- What is planned to be done until the next scrum meeting?
 - Add button to chat landing page to instruct student to upload their audit
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Refine prompt to vary depending on what type of document was sent, with specific safeguards to ensure consistent responses
- What is planned to be done until the next scrum meeting?
 - Continue testing response output and organize previous scrum notes into one master document
- What are the hurdles?
 - N/A

04.08.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 9pm

End time: 10pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Worked with gabby to containerize Backend in Docker and Deploy frontend on Azure Static Web App resource
- What is planned to be done until the next scrum meeting?
 - Deploy backend using Azure if possible to add deployment section to documentation
- What are the hurdles?
 - Current bug related to branch mismatch on deployment pipeline

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Tested embedding changes
- What is planned to be done until the next scrum meeting?
 - Continue testing embeddings changes
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Improved and worked on documentation
- What is planned to be done until the next scrum meeting?
 - Work on documentation such as UML diagrams and data flow pipelines to present findings
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Merged frontend landing page changes
- What is planned to be done until the next scrum meeting?
 - Add button to chat landing page to instruct student to upload their audit
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Refine prompt to vary depending on what type of document was sent, with specific safeguards to ensure consistent responses
- What is planned to be done until the next scrum meeting?
 - Continue testing response output and organize previous scrum notes into one master document
- What are the hurdles?
 - N/A

04.09.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 9pm

End time: 10pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Fully deployed frontend using Vercel, deployed Docker Image onto Azure App Container
- What is planned to be done until the next scrum meeting?
 - Resolve issue with CORS not allowing request to be sent to backend chat route
- What are the hurdles?
 - Bug related to CORS preventing requests to containerized backend

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Tested embedding changes
- What is planned to be done until the next scrum meeting?
 - Continue testing embeddings changes
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Improved and worked on documentation
- What is planned to be done until the next scrum meeting?
 - Work on documentation such as UML diagrams and data flow pipelines to present findings
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3

- What was done since the last scrum meeting?
 - Merged frontend landing page changes
- What is planned to be done until the next scrum meeting?
 - Add button to chat landing page to instruct student to upload their audit
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Refine prompt to vary depending on what type of document was sent, with specific safeguards to ensure consistent responses
- What is planned to be done until the next scrum meeting?
 - Continue testing response output and organize previous scrum notes into one master document
- What are the hurdles?
 - N/A

04.10.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 5:00 pm

End time: 6:00 pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Fully deployed frontend and backend on Azure container and Vercel
- What is planned to be done until the next scrum meeting?
 - Resolve frontend bug cause of “new chat” button to -render with different width
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3

- What was done since the last scrum meeting?
 - Tested embedding changes
- What is planned to be done until the next scrum meeting?
 - Continue testing embeddings changes
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Improved and worked on documentation
- What is planned to be done until the next scrum meeting?
 - Work on documentation such as UML diagrams and data flow pipelines to present findings
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Merged frontend landing page changes
- What is planned to be done until the next scrum meeting?
 - Add button to chat landing page to instruct student to upload their audit
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Refine prompt to vary depending on what type of document was sent, with specific safeguards to ensure consistent responses
- What is planned to be done until the next scrum meeting?
 - Continue testing response output and organize previous scrum notes into one master document

- What are the hurdles?
 - N/A

04.12.26 Sprint Retrospective Meeting Minutes

Attendees: Dabian Garnica, Anya Assing, Scarlett Herrera, Gabriela Saldana, Fernando Azanza

Start time: 8PM

End time: 9PM

What went wrong?

- Did we do a good job estimating our team's velocity?
 - Yes
- Did we do a good job estimating the points (time required) for each user story?
 - Yes
- Did each team member work as scheduled?
 - Yes
- Underestimated time it would take to deploy the frontend using Azure Web Applications and containerizing.

What went right?

- Poster was finished and meets all requirements / sections relevant to the project within the guidelines
- Application frontend and backend was successfully deployed to allow judges to volunteer project during showcase

How to address the issues in the next sprint?

- How to improve the process?
 - Do proper research in order to not underestimate number of story points required for deployment features
- How to improve the product?
 - Improve embeddings and context retrieval for more accurate advising responses. Allow users to save chats and have chats be saved to an account (feature/stretch features)

04.12.26 Sprint Review Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 9pm

End time: 10pm

After a show and tell presentation, the implementation of the following user stories were accepted by the product owners: All.

- User Story 1: Deploy frontend using Azure Web Applications based on main branch
- User Story 2: Containerize backend into an image using Docker / DockerHub
- User Story 3: Create poster layout and add necessary sections for submission
- User Story 4: Create PowerPoint in order to submit for final deliverable
- User Story 5: Create Demo video showing off flow of application and small maintenance guide for future development

The following ones were rejected and moved back to the product backlog to be assigned to a future sprint at a future Spring Planning meeting.

- Create PowerPoint in order to submit for final deliverable
 - How this should be reflected on the user story definition in Mingle:
 - Meet in order to discuss which sections should be on PowerPoint
 - Discuss how much information should be displayed in terms of text or graphics / diagrams
- Create Demo video showing off flow of application and small maintenance guide for future development
 - How should this be reflected on the user story definition in Mingle:
 - Meet in order to whiteboard the flow of video / necessary points to touch on / user stories to show off
 - Discuss which technologies should be shown off for maintaining vs. which just require an API key

04.13.26 Sprint Planning Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start Time: 8:00 PM

End Time: 9:00 PM

After discussion, the velocity of the team was estimated to be 15 story points.

The product owner chose the following user stories for the next sprint. They are ordered based on priority.

- User Story 1: Create PowerPoint in order to submit for final deliverable
- User Story 2: Create Demo video showing off flow of application and small maintenance guide for future development

The team members indicated their willingness to work on the following user stories.

Dabian Garnica

- User Story 1: Create PowerPoint in order to submit for final deliverable

Scarlett Herrera

- User Story 2: Create Demo video showing off flow of application and small maintenance guide for future development

Gabriela Saldana

- User Story 1: Create PowerPoint in order to submit for final deliverable

Fernando Azanza

- User Story 2: Create Demo video showing off flow of application and small maintenance guide for future development

Anya Assing

- User Story 1: Create PowerPoint in order to submit for final deliverable

04.13.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 9pm

End time: 10pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Worked on Poster and setup formatting for sections on Figma
- What is planned to be done until the next scrum meeting?
 - Finalize details and finishing touches of poster before submission for printing
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Tested embedding changes
- What is planned to be done until the next scrum meeting?
 - Continue testing embeddings changes
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Improved and worked on documentation
- What is planned to be done until the next scrum meeting?
 - Work on documentation such as UML diagrams and data flow pipelines to present findings
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Merged frontend landing page changes
- What is planned to be done until the next scrum meeting?
 - Add button to chat landing page to instruct student to upload their audit
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Refine prompt to vary depending on what type of document was sent, with specific safeguards to ensure consistent responses
- What is planned to be done until the next scrum meeting?
 - Continue testing response output and organize previous scrum notes into one master document
- What are the hurdles?
 - N/A

04.14.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 9pm

End time: 10pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Worked on Poster and setup formatting for sections on Figma
- What is planned to be done until the next scrum meeting?
 - Finalize details and finishing touches of poster before submission for printing
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Tested embedding changes
- What is planned to be done until the next scrum meeting?
 - Continue testing embeddings changes
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Improved and worked on documentation
- What is planned to be done until the next scrum meeting?
 - Work on documentation such as UML diagrams and data flow pipelines to present findings
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Merged frontend landing page changes
- What is planned to be done until the next scrum meeting?

- Add button to chat landing page to instruct student to upload their audit
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Refine prompt to vary depending on what type of document was sent, with specific safeguards to ensure consistent responses
- What is planned to be done until the next scrum meeting?
 - Continue testing response output and organize previous scrum notes into one master document
- What are the hurdles?
 - N/A

04.15.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 9pm

End time: 10pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Worked on PowerPoint and submitted for "Project Description" assignment
- What is planned to be done until the next scrum meeting?
 - Work on small script for capstone showcase
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Tested embedding changes
- What is planned to be done until the next scrum meeting?

- Continue testing embeddings changes
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Improved and worked on documentation
- What is planned to be done until the next scrum meeting?
 - Work on documentation such as UML diagrams and data flow pipelines to present findings
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Merged frontend landing page changes
- What is planned to be done until the next scrum meeting?
 - Add button to chat landing page to instruct student to upload their audit
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Worked on final deliverable materials, including the shortcomings and wish list presentation content.
- What is planned to be done until the next scrum meeting?
 - Continue preparing the final project information deliverables, including video materials and organize notes needed for upcoming meetings.
- What are the hurdles?
 - N/A

04.16.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 9pm

End time: 10pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Worked on small script for capstone showcase
- What is planned to be done until the next scrum meeting?
 - Rehearse for capstone showcase
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Tested embedding changes
- What is planned to be done until the next scrum meeting?
 - Continue testing embeddings changes
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Improved and worked on documentation
- What is planned to be done until the next scrum meeting?
 - Work on documentation such as UML diagrams and data flow pipelines to present findings
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Merged frontend landing page changes
- What is planned to be done until the next scrum meeting?
 - Add button to chat landing page to instruct student to upload their audit
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Worked on final deliverable materials, including the shortcomings and wish list presentation content.
- What is planned to be done until the next scrum meeting?
 - Continue preparing the final project information deliverables, including video materials and organize notes needed for upcoming meetings.
- What are the hurdles?
 - N/A

04.17.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 9pm

End time: 10pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Presented at Senior Showcase
- What is planned to be done until the next scrum meeting?
 - Squash bugs and refine codebase
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Tested embedding changes
- What is planned to be done until the next scrum meeting?
 - Continue testing embeddings changes
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Improved and worked on documentation
- What is planned to be done until the next scrum meeting?
 - Work on documentation such as UML diagrams and data flow pipelines to present findings
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Merged frontend landing page changes
- What is planned to be done until the next scrum meeting?
 - Add button to chat landing page to instruct student to upload their audit
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Worked on final deliverable materials, including the shortcomings and wish list presentation content.
- What is planned to be done until the next scrum meeting?

- Continue preparing the final project information deliverables, including video materials and organize notes needed for upcoming meetings.
- What are the hurdles?
 - N/A

04.20.26 Sprint Backlog Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 8pm

End time: 9pm

The following user stories were created/discussed/refined/prioritized.

- User Story #1: Deploy frontend using Azure Web Applications based on main branch
- User Story #2: Containerize backend into an image using Docker / DockerHub
- User Story #3: Create poster layout and add necessary sections for submission
- User Story #4: Create PowerPoint in order to submit for final deliverable
- User Story #5: Create Demo video showing off flow of application and small maintenance guide for future development

The user stories below are completed.

- User Story #1: Deploy frontend using Azure Web Applications based on main branch
- User Story #2: Containerize backend into an image using Docker / DockerHub
- User Story #3: Create poster layout and add necessary sections for submission
- User Story #4: Create PowerPoint in order to submit for final deliverable
- User Story #5: Create Demo video showing off flow of application and small maintenance guide for future development.

04.20.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 9pm

End time: 10pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Presented at Senior Showcase
- What is planned to be done until the next scrum meeting?
 - Squash bugs and refine codebase

- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Tested embedding changes
- What is planned to be done until the next scrum meeting?
 - Continue testing embeddings changes
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Improved and worked on documentation
- What is planned to be done until the next scrum meeting?
 - Work on documentation such as UML diagrams and data flow pipelines to present findings
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Merged frontend landing page changes
- What is planned to be done until the next scrum meeting?
 - Add button to chat landing page to instruct student to upload their audit
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3

- What was done since the last scrum meeting?
 - Worked on final deliverable materials, including the shortcomings and wish list presentation content.
- What is planned to be done until the next scrum meeting?
 - Continue preparing the final project information deliverables, including video materials and organize notes needed for upcoming meetings.
- What are the hurdles?
 - N/A

04.21.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 9pm

End time: 10pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Presented at Senior Showcase
- What is planned to be done until the next scrum meeting?
 - Squash bugs and refine codebase
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Tested embedding changes
- What is planned to be done until the next scrum meeting?
 - Continue testing embeddings changes
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3

- What was done since the last scrum meeting?
 - Improved and worked on documentation
- What is planned to be done until the next scrum meeting?
 - Work on documentation such as UML diagrams and data flow pipelines to present findings
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Merged frontend landing page changes
- What is planned to be done until the next scrum meeting?
 - Add button to chat landing page to instruct student to upload their audit
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Worked on final deliverable materials, including the shortcomings and wish list presentation content.
- What is planned to be done until the next scrum meeting?
 - Continue preparing the final project information deliverables, including video materials and organize notes needed for upcoming meetings.
- What are the hurdles?
 - N/A

04.22.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 9pm

End time: 10pm

Dabian Garnica:

- How many hours did I work since the last meeting?

- 3
- What was done since the last scrum meeting?
 - Presented at Senior Showcase
- What is planned to be done until the next scrum meeting?
 - Squash bugs and refine codebase
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Tested embedding changes
- What is planned to be done until the next scrum meeting?
 - Continue testing embeddings changes
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Improved and worked on documentation
- What is planned to be done until the next scrum meeting?
 - Work on documentation such as UML diagrams and data flow pipelines to present findings
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Merged frontend landing page changes
- What is planned to be done until the next scrum meeting?
 - Add button to chat landing page to instruct student to upload their audit
- What are the hurdles?

- N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Worked on final deliverable materials, including the shortcomings and wish list presentation content.
- What is planned to be done until the next scrum meeting?
 - Continue preparing the final project information deliverables, including video materials and organize notes needed for upcoming meetings.
- What are the hurdles?
 - N/A

04.23.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 9pm

End time: 10pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Merged deployment branch into main
- What is planned to be done until the next scrum meeting?
 - Test frontend changes after switching Vercel prod branch to main
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Tested embedding changes
- What is planned to be done until the next scrum meeting?
 - Continue testing embeddings changes
- What are the hurdles?

- N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Improved and worked on documentation
- What is planned to be done until the next scrum meeting?
 - Work on documentation such as UML diagrams and data flow pipelines to present findings
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Merged frontend landing page changes
- What is planned to be done until the next scrum meeting?
 - Add button to chat landing page to instruct student to upload their audit
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Worked on final deliverable materials, including the shortcomings and wish list presentation content.
- What is planned to be done until the next scrum meeting?
 - Continue preparing the final project information deliverables, including video materials and organize notes needed for upcoming meetings.
- What are the hurdles?
 - N/A

04.24.26 Daily Scrum Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 9pm

End time: 10pm

Dabian Garnica:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Test frontend changes after switching Vercel prod branch to main
- What is planned to be done until the next scrum meeting?
 - N/A
- What are the hurdles?
 - N/A

Gabriela Saldana:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Tested embedding changes
- What is planned to be done until the next scrum meeting?
 - Continue testing embeddings changes
- What are the hurdles?
 - N/A

Scarlett Herrera:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Improved and worked on documentation
- What is planned to be done until the next scrum meeting?
 - Work on documentation such as UML diagrams and data flow pipelines to present findings
- What are the hurdles?
 - N/A

Fernando Azanza:

- How many hours did I work since the last meeting?
 - 3

- What was done since the last scrum meeting?
 - Merged frontend landing page changes
- What is planned to be done until the next scrum meeting?
 - Add button to chat landing page to instruct student to upload their audit
- What are the hurdles?
 - N/A

Anya Assing:

- How many hours did I work since the last meeting?
 - 3
- What was done since the last scrum meeting?
 - Worked on final deliverable materials, including the shortcomings and wish list presentation content.
- What is planned to be done until the next scrum meeting?
 - Continue preparing the final project information deliverables, including video materials and organize notes needed for upcoming meetings.
- What are the hurdles?
 - N/A

04.26.26 Sprint Retrospective Meeting Minutes

Attendees: Dabian Garnica, Anya Assing, Scarlett Herrera, Gabriela Saldana, Fernando Azanza

Start time: 8PM

End time: 9PM

What went wrong?

- Did we do a good job estimating our team's velocity?
 - Yes
- Did we do a good job estimating the points (time required) for each user story?
 - Yes
- Did each team member work as scheduled?
 - Yes
- Underestimated time it would take to deploy the frontend using Azure Web Applications and containerizing.

What went right?

- Frontend was deployed using Azure Web Applications based on main branch
- Backend was containerized using Docker / DockerHub and deployed
- Poster layout was created using FIGMA for the final presentation

- Powerpoint was created in order to submit for final deliverable
- Demo video was completed showing off flow of application and small maintenance guide for future development

How to address the issues in the next sprint?

- How to improve the process?
 - Research which third party applications work best together for deployment. Azure static websites for example gave us issues with trying to deploy the frontend code.
- How to improve the product?
 - Add more information to the active knowledge base, allowing for users to ask even more questions on various other advising topics.
 - Improve the Audit parser to be more extensible, testing against a larger pool of Panther Degree Audits

04.26.26 Sprint Review Meeting Minutes

Attendees: Dabian Garnica, Scarlett Herrera, Gabriela Saldana, Fernando Azanza, Anya Assing

Start time: 9pm

End time: 10pm

After a show and tell presentation, the implementation of the following user stories were accepted by the product owners:

- User Story 1: Add more information to the active knowledge base, allowing for users to ask even more questions on various other advising topics.
- User Story 2: Improve the Audit parser to be more extensible, testing against a larger pool of Panther Degree Audits to ensure generalizability

The following ones were rejected and moved back to the product backlog to be assigned to a future sprint at a future Spring Planning meeting.

- User Story 1: Add more information to the active knowledge base, allowing for users to ask even more questions on various other advising topics.
 - Capstone semester has ended, work will have to be passed to a future team
- User Story 2: Improve the Audit parser to be more extensible, testing against a larger pool of Panther Degree Audits to ensure generalizability
 - Capstone semester has ended, work will have to be passed to a future team