

1) Let's start by going around the team and answering the following questions:

1. What did you do yesterday?
2. What will you do today?
3. Do you have any blockers?

2) We will use our Jira Work board to drive the meeting.

I will track our overall progress and report out to folks outside of the team.

5) Wait.. I can help you with the merge conflicts, but let's breakout after the stand up to discuss it.

4) Yesterday, I finished the API story.

Today, I am going sit with QA to walk through the testing.

I have one blocker, I tried to merge master into my feature branch, but I am getting some conflicts I can't resolve..

Let me explain the conflicts..



Team Lead



Project Coordinator



QA



Developer



DevOps



Product Owner



Executive Stakeholder



Account Manager

3) To keep the meeting quick we have to remember everyone is invited to attend, but only people involved in day-to-day team work are allowed to talk.