Sprint Planning Meeting Minutes

Google   Meet   Recorded   Session   Link:
https://drive.google.com/file/d/1Hg_vf77mBO7Ma_QuH6GE9ueyJessCUVk/view?usp=sharing

This Sprint Meeting is organized to begin the work of sprints

The sprint planning meeting started with the opening remarks of the scrum master (Emal Ismail), he illustrated the agenda points, presenters and duration time limit of each point.

Subsequently, the product owner (Sayed Shabeer Hashimi) shared the user stores with the scrum master as well as the development team. After revision of the 10 user stories that was created by the product owner, by consensus of development team and scrum master the second user story was removed and the number eight user story was revised.

Futhermore, the meeting participants finalized the sprint goal and discussed the sprint backlog. The product owner also promised that the product backlog will be shared with the group members as soon as possible. Following the agenda of the meeting relevant tasks were prioritized, estimated, and assigned to the development team to kick off the first sprint of the project.

Action and Decision Table

No	Action	Responsible person	Due
1	Sharing the product Backlog with group by product owner.	Product Owner (Sayed Shabeer Hashimi)	As soon as possible.
2	Completing the first sprint of the project and presenting it in the sprint meeting by development team	Development Team	12 October/2020
3	Sharing the meeting video and meeting minutes in GetHub with group members as well as project supervisor Mr. Ali Rahman Shinwari	Scrum Master (Emal Ismail)	7 October/2020