**Sprints**

• 1 to 2 – Week iteration implementing a set of prioritized user stories.

• Release of software should be made every sprint and marked in GitHub.

Sprint Planning:

• Sprint goal is given by the Product Owner.

• It also should include:

o What can be done in each sprint and how the chosen work gets done.

**Daily/Weekly Scrum**

Daily is normal, but due to time constraints, each group is expected to have at least 2 scrums per week.

* 5 minute meeting of the team
* Kanban board must be used for team members to show progress.

Each team member should report:

* What they have done, what they will do, and what impediments prevent them from progressing. The PM should take notes here

After each team member reports:

* Team members should volunteer to help address impediments as they can / appropriate, then coordinate with the person to do it after the stand-up meeting