SCRUM MEETING WEEK (3)

**:white_check_mark: Sprint planning checklist**

| **Preparation** | **Meeting** | **Follow up** |
| --- | --- | --- |
| ​​  - Think of features that students and instructors use for the platform | ​​ - Implement the feature list, which includes the functional and non-functional requirements. | ​​ - Finish up Milestone 2 if not yet complete  - Start setting up the database for our project  - Start thinking about other aspects of development |

** Sprint team members**

| **Name** | **Role** |
| --- | --- |
| ​​ Jeremy Adams | ​​ SCRUM MASTER |
| Aidan Elliott | Developers |
| Anilov Laxina | Developers |
| Joy Musiel | Developers |
| Aidan Morris | Developers |

** Sprint planning meeting items**

**Previous sprint summary**

| **Sprint theme** | ​​ |
| --- | --- |
| **Issues completed** | ​​ |
| **Issues left** |  |
| **Team Capacity** |  |
| **Summary** | ​​ **No labs for week 2 so no previous sprint summary/information** |

**Details Current sprint**

| **Start date** | ​​ 2024-01-31 |
| --- | --- |
| **End date** | 2024-02-02 |
| **Sprint theme** | ​​ Requirements |
| **Team capacity** | 5 people |
| **Issues capacity** | 3 issues |
| **Individual capacity** | Jeremy Adams: SCRUM MASTER + User stories  Joy Musiel: User Stories  Aiden Morris: Functional/Non-Functional Requirements  Aiden Elliot: User Stories  Anilov Laxina: Use-case Diagram |
| **Potential risks** | N/A |
| **Mitigations** | N/A |

** Sprint planning resources**

* [Flowchart Maker & Online Diagram Software](https://app.diagrams.net/) (Used for diagram)