SCRUM MEETING WEEK ()

**:white_check_mark: Sprint planning checklist**

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| --- | --- | --- |
| **Preparation** | **Meeting** | **Follow up** |
| ​​  Reviewing about use case diagram, requirements from lecture note | ​​ | ​​ |

**:busts_in_silhouette: Sprint team members**

|  |  |
| --- | --- |
| **Name** | **Role** |
| ​​Beichen Gu | ​​ Writing M2 |
| Lucas Xu | Making DFD0 |
| Ming Xu | Making DFD1 |
| Serena Chen | Writing M2 |
| Zidong Zheng | Writing M2 |
|  |  |

** Sprint planning meeting items**

**Previous sprint summary**

|  |  |
| --- | --- |
| **Sprint theme** | planning |
| **Issues completed** | ​​Writing features |
| **Issues left** | None |
| **Team Capacity** | 100% |
| **Summary** | ​​ |

**Details Current sprint**

|  |  |
| --- | --- |
| **Start date** | ​​2.4 |
| **End date** | 2.9 |
| **Sprint theme** | ​​Planning |
| **Team capacity** | 100% |
| **Issues capacity** | 90% |
| **Individual capacity** | Beichen Gu 100%  Lucas Xu 100%  Ming Xu 100%  Serena Chen 100%  Zidong Zheng 100% |
| **Potential risks** |  |
| **Mitigations** |  |

**:books: Sprint planning resources**