



Sprint 1 Materials

Team Name

[Optional Team Logo]

Soham Nagawanshi

Kevin Zhang

Ryan Kha

Shreyan Satheesh

Russell Rivard

Bradley James

[Delete all instructions in red before submitting.]

Retrospective Summary

Summarize your retrospective meeting. Discuss what went right and wrong during the sprint, what changes (if any) need to be made regarding procedure, and what adjustments might need to be made to the product backlog. If backlog goals were not met, include an explanation of why not. The summary should be approximately 250 words.

GitHub Release Link

Create a GitHub release of a **completely working version** of the software and include a link to your release here. Note that some features may not be included if they are scheduled for later sprints, but you must have a **minimum viable product (MVP)** that a user can give feedback on.

Remember to commit to your repository each time a new feature is added/modified. Items should not be marked as “complete” on your backlog until they have been pushed to your repository.

Product Backlog

Your product backlog contains the list of tasks with their:

- priorities,
- dependencies,
- user story points (an estimate of effort involved from the unitless set {1, 2, 3, 5, 8, 13, 21}), and



- status {not started, in progress, completed}.

It should be updated continually throughout the project. Include the snapshot of the product backlog at the end of the sprint here.

Sprint Backlog

Your sprint backlog is a subset of the product backlog. It includes the list of tasks that were scheduled for the sprint. For each task, it provides:

- user story point value (from the product backlog),
- who assigned to,
- actual time spent, and
- status {not started, in progress, completed}.

It should also contain a **summary table** that shows the total number of completed user story points for each team member. The summary table should have a column for each sprint completed to date. These will be a factor in your individual contribution assessment.

Burn-down Charts

Include two burn-down charts, one for the sprint and one for the product.

- Burn-down charts should be reported in **remaining user story points** (not number of tasks) and show both the user story points remaining and actual hours spent over time. Remember that user story points measure the *relative* estimated effort. They correlate to time spent (but are not equivalent to actual hours/specific units of time.)
- The initial sprint burn-down chart is created from the sprint backlog. It should be updated after each SCRUM meeting based on team member status and feedback. Thus it should contain at least 5 data points (the start of the sprint, 3 SCRUM meetings, and the end of the sprint).
- The product burn-down chart should be updated once during the sprint and again at the end of the sprint. Thus, by the end of the project's 3 sprints, there should be at least 7 data points on the product burn-down chart (the start of each sprint, the middle of each sprint, and the end of each sprint).

Next Sprint's SCRUM Meeting Schedule

Include a list of your planned SCRUM meetings for the next sprint. You should have at least 3 SCRUM meetings in each sprint. (This section does not apply for the final sprint.)



Appendix 1: SCRUM Meeting Agendas and Minutes

SCRUM Meeting 1 for 8p

Prepared by: Soham

Meeting Date: 10/24/2024

Meeting Attendees

1. Soham
2. Ryan
3. Shreyan
4. Kevin
5. Russel
6. Bradley

Meeting Agenda Items

- Progress Report (Scrum)
- Assign Tasks

Status Update Since Last Meeting

Accomplishments:

- LoFi Prototypes for Manager, Cashier UI, and Customer UI

Soham has worked on implementing Git Requests to

Shreyan has finished creating LoFi prototypes

Kevin has finished administrative items

Ryan is working on implementing user stories

Russel can dedicate more time next week

Bradley is revising menu display

Russel has been busy but can

Tasks Completed:

Task Description	Assigned to	Completed? (yes/no)
Implement Git Requests	Soham	No
Administrative Items	Kevin	



Translate items from previous project to this project	Kevin	
Implement user stories unanticipated with backlog, along with scheduling and planning section of design and managing template	Ryan	No
	Russel	No

Before The Next Meeting

Plans:

- Create UML Diagram
- Finish LoFi prototypes
-

Task Assignments:

Task Description	Assigned to

Minutes from Previous Meeting

Summarize discussion in paragraph form from the previous meeting (NOT this current meeting).



SCRUM Meeting 2 for **ProjectName**

Prepared by:

Meeting Date: 10/26/2024

Meeting Attendees

7. Ryan
8. Kevin
9. Soham
10. Bradley

Meeting Agenda Items

- Status Update
-

Status Update Since Last Meeting

Accomplishments:

- Finished menu items display
- Finished kitchen display
-

Tasks Completed:

Task Description	Assigned to	Completed? (yes/no)
Menu Items display	Bradley	Yes
Kitchen display	Russell	Yes

Before The Next Meeting

Plans:

- Implement Git requests
- Finish Management and Design template
- Become familiar with React
-

Task Assignments:



Task Description	Assigned to

Minutes from Previous Meeting

Summarize discussion in paragraph form from the previous meeting (NOT this current meeting).



We began by discussing our progress since our last meeting. Soham said he is still working on the Rest API, but will most likely get it working by tonight. He is also working on the Executive Summary and Appendices, as well as creating the Burndown chart. Ryan is learning more about Spring Boot and plans to work on the Manager Report and becoming more familiar with Spring Boot, and will split the appendices with Soham. Kevin has completed the stories, but will be restructuring them. He is also working on finishing a React tutorial, along with working on the UML Diagram. Bradley has completed the Menu display, and will continue to learn about React.

SCRUM Meeting 3 for **ProjectName**

Prepared by:

Meeting Date:

Meeting Attendees

- 11.
- 12.
- 13.
- 14.

Meeting Agenda Items

-
-

Status Update Since Last Meeting

Accomplishments:

-
-

Tasks Completed:

Task Description	Assigned to	Completed? (yes/no)

Before The Next Meeting

Plans:



-
- -

Task Assignments:

Task Description	Assigned to

Minutes from Previous Meeting

Summarize discussion in paragraph form from the previous meeting (NOT this current meeting).



Include additional SCRUM Agendas and Minutes on new pages if necessary (if you have more than 3 SCRUM meetings in a sprint).