

## What we did to keep sprint in schedule?

- frequent standup meetings.
  Maintained clear communication on ticket progress and blockers.
  Created a thorough plan in the sprint planning meeting and stuck with it throughout the sprint
- · Use Jira to keep track of stories:
  - Determine who is working on what based on the assignees to each story and subtask
  - · Examine burndown chart to ensure we are maintaining our sprint velocity