SCRUM MEETING WEEK (14)

**:white_check_mark: Sprint planning checklist**

| **Preparation** | **Meeting** | **Follow up** |
| --- | --- | --- |
| **Last Week**   * Finishing M5, Final Features to be Added | ​​  **Team General Focus**   * M5 Document   **Issues**  **Design**   * Grades Page   **Backend**   * Removing any remaining dummy data   **Frontend**   * Grades Page   **Database**  **Documentation**   * Finish M5 Document | ​​   * Follow up meeting (Thursday/Friday) on discord   + Finished M5 Document and recorded M5 video |

**Front End, DB, Backend, Design, Documentation,**

** Sprint team members**

| **Name** | **Role** |
| --- | --- |
| ​​Mark Lovesey | ​​Scrum Master   * Front end * Design * Documentation |
| Rhys Smith | Team Member:   * Design * Backend * Documentation |
| Nolan Nishikawa | Team Member:   * Database * Backend * Documentation |
| Ankkit Prakash | Team Member:   * Front end * Backend, * Documentation |
| Daniel Penner | Team Member:   * Front end * Back end * Database |

** Sprint planning meeting items**

**Previous sprint summary**

| **Sprint theme** | Beginning M5, Final Functionality for Presenting |
| --- | --- |
| **Issues completed** | ​​10 |
| **Issues left** | 3 |
| **Team Capacity** | 12 |
| **Summary** | ​​Started Work on M5 & Implemented Final Features Required to Present in Front of the Class |

**Details Current sprint**

| **Start date** | 04/08/2024 |
| --- | --- |
| **End date** | 04/12/2024 |
| **Sprint theme** | Finish/Closing Project |
| **Team capacity** | 10 |
| **Issues capacity** | 5 |
| **Individual capacity** | 2 |
| **Potential risks** | 1. Work from other classes 2. Personal events 3. Final Exam Preparation |
| **Mitigations** | 1. Planning specific times in advance to code and complete work for other classes ahead/after depending on the severity of the issue    1. Additionally, if necessary issues will be completed during the weekend so as not to fall behind. 2. Planning to complete issues around team member’s individual schedules 3. Lowering Issue Capacity |

** Sprint planning resources**

* https://github.com/chpsmstr/eduQuest