

# Sprint 3 Meeting Report

CS297 Capstone Class

[Team 3]

Devin, Michael, Nehemiah, Steven

SCRUM Master for Sprint 3: Nehemiah John

5/14/23

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## Sprint Planning Meeting

05/1/2023 3:30pm All members present

Scrum master: Nehemiah

Client meeting scheduled - Thursday May 11 4pm

There were no blocking issues we came up with this time around.

## Standup Meetings

Meeting 1: 05/1/2023 3:00pm - All members present

Meeting 2: 05/2/2023 3:00pm - All members present

Meeting 3: 05/3/2023 3:00pm - All members present

Meeting 4: 05/4/2023 3:00pm - All members present

Meeting 5: 05/8/2023 3:00pm - All members present

Meeting 6: 05/9/2023 3:00pm - All members present

Meeting 7: 05/10/2023 3:00pm - All members present

Meeting 8: 05/11/2023 3:00pm - All members present

## **Client Meeting**

The sprint review meeting for sprint 3 took place on 5/11/23, in which all members were present. During the meeting which lasted about 15 minutes, we discussed new added features. So far client is happy with what we've been able to accomplish, and is looking forward to seeing the final product soon.

## **Team Retrospective Report**

The team retrospective meeting for the 3rd sprint took place on Thursday, May 11th at 2:08 pm, and all of the members were present. During the half hour meeting, we discussed what we'd like to keep doing, stop doing, and start doing as a team to continue to be successful in meeting our goals for this project. As a team, we agreed on keeping on trying to communicate with one another in a well manner, and setting practical objectives for our sprints. We also agreed that we should start adding tasks to the Jira board backlog that need to be done, like setting up the hosting server for the website, along with adding known bugs to the Jira backlog. We did not have anything that we decided we should stop doing in this sprint meeting.