Points	Actual	Possible	Participants	Role				Review
								(+5) for the development efforts
Members		10						
	10		Jose Diaz	QA				
	10		Eurin Tanaka	SM				
	10		Kaung Khant Thaw	TL				
	10		Julio Villegas	TC				
	10		Daniel Wu	PO				
	Actual	Possible						
Group	39	40						
Product Backlog								
	5	5	single list (includes stories and features) - prioritized					
	3	3	all stories tie to feature					
	2	2	top (and just top) groomed					
		Good to have	(entries have notes) (bugs included)					
Sprint Backlog								
			Exists, appropriate columns/tracking method					
			- tasks flow through IP to done					
	5	5	- everything after "To Do" is assigned to someone all entries are story or tie to story					
			- no features, only stories and tasks					
			- if a story is broken into tasks, no entry for story - Tasks as needed					
			- (Bugs included)					
Grooming Meeting								
	5	5	Happened					
			- Planning Poker					
Sprint Planning								
	5	5	Happened					
			- Stories are added based on "Can we add it?" question to the team					
			(For iteration - 0, considering team norms if you haven't done sprint planning)					
Sprinting								
	5	5	Daily Scrums					
			-notes					
Demo								
	5	5	happened					
			- based on stories, not just "show us"					
			- PO accepted stories					
			- Things removed from PB					
			- SB cleared out					
			- If anything is not accepted, notes are added as to why					
Retro	4	5	happened					Document changes to be incorporated going forwarded into upcoming sprints
			- live meeting (not just "sent in notes")					
			- (people participated)					
			Results written					
			- things that went well					
			- things that could have gone better					
			going to change					
			- did all tasks get done? If not, any insights?					