

**Project**  
**Planning Phase**  
**Prepare Milestone**  
**& Activity List**

<b>S · N O</b>	<b>ACTIVITY TITLE</b>	<b>ACTIVI TY DESCRIPT ION</b>	<b>DURAT ION</b>
1	<b>Understanding the project</b>	Assign the team members after that create repository in the GitHub and then assign task to each member and guide them how to access the GitHub while submitting the assignments	1 week
2	<b>Starting The Project</b>	Team Members to Assign All the Tasks Based on Sprints and Work on It Accordingly.	1 week
3	<b>Completing Every Task</b>	Team Leader should ensure that whether every team member have completed the assigned task or not	1 week

4	<b>Stand Up Meetings</b>	Team Lead Must Have a Stand-Up Meeting with The Team and Work on The Updates and Requirement Session	1 week
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5	<b>Deadline</b>	Ensure that team members are completing every task within the deadline	1 week
6	<b>Budget and Scope of project</b>	Analyze the overall budget which must be within certain limit it should be favorable to every person	1 week