****

**CSE3PR - Week 10 Team Meeting Agenda (16/05/19)**

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Present | Chair | Notes |
| Michael | X |  |  |
| Joel | X |  |  |
| Luis | X | X |  |
| Remi | X |  |  |
| James | X |  | X |

**Sprint Review**

|  |  |  |  |
| --- | --- | --- | --- |
| **Item** | **Time** | **Person** | **Description/Notes** |
| 1 | 5 | Joel/All | Hardware setup |
| 2 | 10 | All | Power BI Findings/Ideas |

**Sprint Retrospective**

|  |  |  |  |
| --- | --- | --- | --- |
| **Item** | **Time** | **Person** | **Description/Notes** |
| 3 | 5 | All | Current challenges & problems |
| 4 | 5 | All | Current achievements |
| 5 | 5 | All | What needs to change? |

**Sprint Planning**

|  |  |  |  |
| --- | --- | --- | --- |
| **Item** | **Time** | **Person** | **Description/Notes** |
| 6 | 5 | Michael | Sample data |
| 7 | 10 | All | Final presentation demo? |
| 8 | 15 | All | Sprint evaluations |