**Section 1 - Meta information**

Team: Group 03 - Mikkel Johannessen, Jonathan Pedersen, Vetle Holte Gare, Aleksander Hagland, Patrick Borgen, Torjus Bakken

Sprint number: Sprint 3

Schedule: 07.03.2025 – 26.03.2025

**Section 2 – Sprint planning note**

**2.1. Sprint goals**

In this sprint we want to finalize front-end and back end development (blogs, contact us, tools)

We want to finish testing our website

**2.2. Definition of done**

[a shared understanding of what it means for work to be complete]

**Example:**

* DoD of each single User story, meaning that all requirements of the user stories are met.
* We look through our backlog and complete everything on our to-do list.
* We finish unit testing our website, making sure it is up and working properly
* Product backlog remains updated until empty.
* Website deployed on Microsoft Windows 11.
* Project was tested on PC and mobile devices.
* Each report will be finished before each due date.
* Universal Design will be followed during programming of the website. (gestalt laws).
* Sprint marked as ready for the final report writing by the Project leader.

**2.3. Sprint backlog items**

|  |  |  |  |
| --- | --- | --- | --- |
| **Item Id** | **Item description** | **Size Estimation** | **Customer value** |
| U01 | Front-end completion | 20 | High |
| U02 | Report writing | 10 | Low |
| U03 | Back-end completion | 10 | Medium |
| U04 | Testing | 5 | High |

**2.4. Kanban management board**

Et bilde som inneholder skjermbilde, tekst, programvare, Multimedieprogramvare

KI-generert innhold kan være feil.

**Section 3 – Sprint Review note**

**3.1. Reflective summary**

**Example:**

Participants: Mikkel, Jonathan, Vetle, Aleksander, Patrick, Torjus,

Meeting duration: 15 minutes

Location: Zoom

Summary of what is discussed: Will be updated after meeting

Demonstration result:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Item Id** | **Item description** | **Estimation** | **Status** | **Demo** |
| **U01** | Front-end development | 20 | Finished | Yes, fully completed the website and all its parts. |
| **U02** | Report Writing | 10 | We started but so many open issues | No, final report is being written continuously, |
| **U03** | Back-end completion | 10 | Unfinished | No, this is moved to backlog and replaced by a simple email script. |
| **U04** | Testing | 5 | Untouched | Yes, all front-end testing completed, back-end will be done if we find the time. |

**3.2. Customer feedback**

[the Scrum team shall document the overall feedback about the performance of the Sprint against its goals, customer satisfaction and comments on detailed, specific things]

**Example:**

* Overall the Sprint goal is well achieved. …
* Story U01 is complete. The customer is pleased with the User interface
* Story 02 was misunderstood. The customer clarified the issue and lead to a new user story
* Requirement on backend is negotiate and customer agreed with new scope.

**Section 4 - Retrospective meeting note**

[Participants: Member1, Member2, Member3

Meeting duration, location:

Summary of :

* Start doing
* Stop doing
* Continue doing]

**Example:**

Start Doing:

* Implement More Informal User Feedback Sessions: Begin conducting weekly user feedback sessions to gather direct input from potential users of the coworking space app
* Adopt ChatGPT 4 for prototyping: Start using ChatGPT4 to generate low-fidelity prototypes for ideations.
* Enhanced Testing Procedures: Introduce proper test plan with a list of test cases to identify and fix bugs more efficiently.

Stop Doing

* Stop coming late to meetings: for all members
* Overlooking Mobile Optimization: Cease any practices that don't prioritize mobile optimization, ensuring that the app's performance and user experience are optimal on various mobile devices.
* Ignoring Technical Debt: Stop postponing the resolution of technical debt which can lead to bigger issues in the future
* Infrequent Communication: Discontinue the practice of infrequent team meetings or updates, which can lead to misalignments and delays.

Continue Doing

* Kanban board in Github: this is a good practice to give overview of team status
* Collaborative Cross-Functional Teams: Continue the practice of having cross-functional teams (developers, designers, product managers) work closely together.
* Iterative Development: Maintain the approach of iterative development, where the app is developed and improved in small increments. This has allowed for continuous improvement and adaptation.