1. **Sprint Goal**

* A concise statement defining the primary objective for the sprint.
* The goal for the first sprint is to understand the problem statement and comprehend with the feasibility of the features within the project/the potential outcome with the knowledge that and prior background we have alongside finalizing with the requirement analysis which is the starting phase in the Software Development lifecycle

**2. Backlog Items**

* List of **User Stories** or **Tasks** selected for the sprint, including:
  + **Summary**: We engage with the research work by looking into various research papers on solving the problem and methodologies to implement the tool. Explore the technologies and adhere to the Tec stacks during the implementation phase.
  + **Description**: Review research papers and various chrome pages, articles regarding the email summarization and get a clear understanding on how these tools work.
  + **Acceptance Criteria**: Our criteria is simple, jot down the list of potential tech stacks and come to a conclusion on feasibility for the proposed features.
    - Be equipped with the version control that is used for the project to the collaborative and meaningful contributions (GitHub)
  + **Story Points**: This phase involved a balanced effort due to research and persuade upon the feasibility and possibility of implementing certain things within project.

| **Key** | **Summary** | **Description** | **Acceptance Criteria** | **Story Points** |
| --- | --- | --- | --- | --- |
| TASK-001 | Research techniques and methodologies for the tool | Review research papers, public articles, and traditional methods on how they work | A report of findings on different approaches and list of technologies and feasibility report | 5 |
| TASK-002 | Setup development environment | Create / install local git and configure to the remote repository, Install VS code and necessary Python Packages | Functional GitHub repository with the first contribution and certain system tools are installed | 5 |

**3. Team Assignments**

* Details of who is responsible for each task:
  + **Task Owner**: TASK -001 includes research techniques and methodologies for the tool includes researching summarizing techniques, reviewing papers, and identifying potential tech stacks.
  + **Collaborators**: Sathvik works with Purushotham and Rakesh to gather insights and validate findings.
  + **Due Date**: Estimated completion date for the task will be Feb 12th.

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* + **Task Owner**: TASK -002 includes setting up development environment which focusing on GitHub repository, installation of necessary tools e.g., VS Code, Python Packages and ensuring the environment is ready for initial development.
  + **Collaborators**: Rakesh works with Sathvik and Purushotham to ensure the setups align with the needs for collaboration.
  + **Due Date**: Estimated completion date for the task will be Feb 12th.

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* + **Task Owner**: Purushotham Acts as a collaborator working on both the task 1 and task 2 to help with the research work and hurdles.
  + **Collaborators**: Purushotham works with Sathvik and Rakesh for inputs and collaborating with their works.
  + **Due Date**: Estimated completion date for the task will be Feb 12th.

**4. Effort Distribution**

* Overview of how effort is distributed across the team:
  + Example:

| **Member** | **Tasks Assigned** | **Story Points** | **Focus Area** |
| --- | --- | --- | --- |
| Sathvik | TASK-001 | 5 | Research Development |
| Rakesh | TASK-002 | 5 | Development Environment |
| Purushotham | Collaborate on TASK-001 and TASK - 002 | - | Support and Collaboration |