SCRUM MEETING WEEK (6)

**:white_check_mark: Sprint planning checklist**

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| **Preparation** | **Meeting** | **Follow up** |
| ​​   * Booked a space to have our meeting in * Completing issues assigned | ​​We had a meeting finalising our requirements for milestone 2 and discussed with our TA to see what we had so far, and if we were missing any major requirements for our project. | ​​Discussed changes that needed to be reflected on GitHub Page and milestone 2 document. |

** Sprint team members**

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| --- | --- |
| **Name** | **Role** |
| ​​ Oluwadabira Omotoso | ​​Updated use case diagram to meet our new requirements and reflected user stories on project backlog. |
| Karim Khalil | Updating UML Diagram and working on the Readme of our GitHub page |
| Peter Idoko | Created the proto persona for each user including Student, Instructor, and admin. Turned proto persona into user stories |
| Afua Frempong | Detailed functional requirements, non-functional requirements, and product requirements. |
| Atharva Jagtap | Helped in finetuning project requirements |
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** Sprint planning meeting items**

**Previous sprint summary**

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| --- | --- |
| **Sprint theme** | ​​ Defining Project Requirements |
| **Issues completed** | ​​ Deciding on a tech stack and project requirement documentation |
| **Issues left** | Correcting UML and DFD diagram |
| **Team Capacity** | 100% |
| **Summary** | ​​ Had a brief meeting with our TA to finalise requirements for milestone 2 and discussed our previous requirements to see what needed corrections. |

**Details Current sprint**

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| --- | --- |
| **Start date** | ​​ 12th |
| **End date** | 16th |
| **Sprint theme** | ​​ Finalizing Project Features before coding |
| **Team capacity** | 100% |
| **Issues capacity** | 0% |
| **Individual capacity** | Karim Khalil : 100%  Oluwadabira Omotoso: 100%  Atharva Jagtap : 100%  Peter Idoko : 100%  Afua Frempong: 100% |
| **Potential risks** | Too complex ideas for the app |
| **Mitigations** | Simplifying the application features |

** Sprint planning resources**

* iClicker
* Chat GPT