**Checklist of paperwork**

* Release Summary Document
  + Provide a list of key user stories with their acceptance

Criteria

* Scrum meeting notes
  + Sprint 1
  + Sprint 2
  + Sprint 3
  + Sprint 4
* Release plan
* Sprint plans
  + Sprint 1
  + Sprint 2
  + Sprint 3
  + Sprint 4 - needs burnup chart
* sprint reports
  + Sprint 1
  + Sprint 2
  + Sprint 3
  + Sprint 4
* team working agreement
  + Definition(s) of Done
  + style guides
* Release documents
* include installation instructions (ReadMe file)
* User guide(s)
* design documents
* product backlog