SCRUM MEETING WEEK (11)

**:white_check_mark: Sprint planning checklist**

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| --- | --- | --- |
| **Preparation** | **Meeting** | **Follow up** |
| ​​ | ​​ Priority Task: Milestone Report | ​​ |

**:busts_in_silhouette: Sprint team members**

|  |  |
| --- | --- |
| **Name** | **Role** |
| ​​ Shan Richards | ​​ Team member |
| Richard Pillaca | Team member |
| Leia Treacher | Team member |
| Ritvik Khurana | Team member |
| Aditya Goswami | Team member |
|  |  |

** Sprint planning meeting items**

**Previous sprint summary**

|  |  |
| --- | --- |
| **Sprint theme** | ​​Development |
| **Issues completed** | ​​ 9 |
| **Issues left** | 3 |
| **Team Capacity** | 43 |
| **Summary** | ​​ |

**Details Current sprint**

|  |  |
| --- | --- |
| **Start date** | ​​ 2024/03/22 |
| **End date** | 2024/03/29 |
| **Sprint theme** | ​​ |
| **Team capacity** | 40 |
| **Issues capacity** | 10 |
| **Individual capacity** | Shan Richards - 8   Ritvik Khurana - 10   Aditya Goswami - 9   Member 4   Member 5 |
| **Potential risks** |  |
| **Mitigations** |  |

**:books: Sprint planning resources**