Sprint Planning Meeting

Date	4/10/2024
Time	5:00PM - 7:00PM
Attendees	Andrique, Shaun, Gwyneth, Bernice
Apologies	Melissa, Jaemin

Sprint No.	3
Sprint Goal	General usability updates and addition of burndown chart
Scrum Master	Gwyneth Lee

Action Items	Owner
- Organise sprint backlog in jira	everyone

- Write sprint planning report
    - Add allocation of tasks to each member
    - Add features chosen and why
	everyone

- Document the planning poker	everyone
- Decide on a sprint goal	everyone