

Internal Sprint Review 3

Date	14/10/2024
Time	2:00PM - 4:00PM
Attendees	Andrique, Melissa, Shaun, Jaemin, Gwyneth, Bernice
Apologies	

Agenda Items	Notes
Demo of user stories and tasks completed for sprint 3 to the internal PO	
Checked user stories with definition of done	
Ensure all testing is documented	
Review PMP according to sprint 2 feedback	
Discuss sprint outcome, challenges and future steps	
Review Jira to ensure it is up to date	

Updates	Owner
Write PO comments (for the internal PO)	Andrique
Demo all features and perform user acceptance testing - Everyone tests one main path	Everyone
Write the review document and check over the DoD	Everyone