

# Time Management

1. Determine a Scrum Master for Week 2 (this position will rotate each week).

Alisha

2. Establish a Team Name to help identify the team.

Curious Conquers'

3. Establish a Kanban board.

Done

4. Establish a time each day for the daily stand up or time which the SCRUM Daily Stand up Form must be completed so the Scrum Master can be made aware of everyone's progress.

8pm central time

5. Establish a time each week for the team retrospective.

Monday

4ET/3Cental/12Alaska

Instructor meet at 5ET/4Cental/1Alaska