Sprint Report

## **Sprint Overview**

* **Sprint Start Date:** [Start date]
* **Sprint End Date:** [End date]
* **Sprint Goal:** [Sprint goal]

## **Team Members**

## **Sprint Backlog**

| Task | Description | Assignee | Status | Comments |
| --- | --- | --- | --- | --- |
| User story 1 | xxx | xxxxx | xxxx | xxxx |
| User story 2 | xxxx | xxx | xxxx | xxxx |

## **Completed Work**

Make sure that this is updated on the Feature Status Sheet



## **Incomplete Work**

## **Sprint Review**

* **What went well:**
* **What could be improved:**

## **Sprint Retrospective**

* **Actions for Improvement:**

## **Burndown Chart/Feature Status sheet**

* **Planned Story Points:** [Number]
* **Completed Story Points:** [Number]

## **Blockers**

## **Next Sprint Planning**

* **Sprint Goal:**
  + [Goal]
* **Key Tasks:(Include the person assigned the tasks)**

## **Additional Notes**