Sprint One

## Know the end from the beginning

* 03/17/2021
* around 300 hours
* Who is going to be here on what days (vacation / other class priorities). Unless stated below time everyone will be there.
  + 3/4/2021 Class time
  + 3/9/2021 Class Time
  + 3/10/2021 7:30
  + 3/11/2021 Class Time
  + 3/14/2021: 1:00
  + 3/16/2021 Class Time
  + 3/17/2021 7:30
* Google Survey asking about team dynamics, code progress, overall health of the project, and etc.
* Spencer Kasteler Scrum Master: Present
  + James Bates: Not Present
  + Spencer Clemens: Present
  + Nathan Holst: Present

## Fill out details for each story

* Make sure all previous stories in the “Done” column are archived in your GitHub project
* Each story that you bring in has a description with:
  + Size estimate by the team
    - Small (< 1 day)
    - Medium (1 day)
    - Large (2 days)
    - Any larger than this should be broken down into smaller tasks
  + Description of what is in scope, what’s out of scope
  + Acceptance criteria in the description stating what it will look like when it’s done
  + Tasks that will be accomplished to complete the story
    - These tasks can be created in the GitHub project as notes (but then convert them to issues so that you can assign a person)
    - Assign a size estimate to each task (S, M, L)
* Stories and tasks should not be assigned to a specific person (unless carrying over from a previous sprint)

## Artifacts

* Stories / tasks are created and on the sprint backlog
* Create a spreadsheet graph for burndown by totaling up the size estimates and setting that as your amount of work left to do. (commit and push to /docs/planning/SprintXBurndown.xlsx)
* Sprint planning document (with the top section information to /docs/planning/SprintX.docx)
  + Attach a screenshot of your Sprint Backlog after planning