

# Sprint 4 Report

Product Name: KITT

Team Name: The KITT-Kats

Date: December 1, 2019

## **Actions to Stop Doing:**

- Stop creating sprint plans that are unrealistic due to technical difficulties.

## **Actions to Start Doing:**

- When the sprint reaches halfway, the team should meet up to discuss or revise the sprint plan.
- Team should strive to complete user stories and sprint plan.
- Team should communicate more often to seek help and resolve any potential technical difficulties that are currently facing.

## **Actions to Keep Doing:**

- Team should communicate more effectively and keep the whole team updated, especially when members miss a meeting, or when smaller groups meet to work on a specific part of a user story.
- Team should keep using 'Planning Poker' to decide story points.
- Team should continue having someone who did not author the code to test and merge code to ensure code quality.
- Those working on the same user stories should delegate tasks and layouts earlier on in the week rather than a few days before the sprint ends to allow more time to actually work on tasks.
- The team should continue with multiple scrum meetings throughout the week at scheduled times. This helps make sure all team members are on the same page and helps us stay organized.
- The team should continue with the same length of meetings because they're not too short where we don't get anything done, but they are not too long where it takes too much time away from our work for this class or other classes.

## **Work Completed/ Not Completed:**

- Completed:
  - User Story 3
  - User Story 7
  - User Story 15
- Partially Complete:

- User Story 5
- User Story 9

### **Work Completion Rate:**

- 64%
- Total # of user stories completed: 3
- Total estimated ideal work hours completed: 25 hours
- Total # of days: 14
- User Stories per day: 0.21z

### **Team KITT - Sprint 4 Burnup Chart**

