Sprint 1 Report

Product Name: KITT
Team Name: The KITT-Kats
Date: October 20, 2019

Actions to Stop Doing:
- Team members should stop tasks that aren't needed for the current sprint/user story.

Actions to Start 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.
- 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.
- When the sprint reaches halfway, the team should meet up to discuss or revise the sprint plan.

Actions to Keep Doing:
- 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:
  - Spike 1, Spike 2
- Not complete:
  - User Story 1, User Story 2

Work Completion Rate:
- 40%
- Total # of user stories completed: 0
- Total estimated ideal work hours completed: 25 hours
- Total # of days: 12
- User Stories per day: 0

Team KITT - Sprint 1 Burnup Chart

— Points **—** Points Completed **· ·** Expected Average