

SCRUM MEETING WEEK (1)

Sprint planning checklist

Preparation	Meeting	Follow up
Group Communication through Canvas. Preparation and thought into shared team project	- Discussed project charter and team agreement. - Established communication channels and initial meeting times. - Settled on project idea (Weather System)	- We will be maintaining communication through discord - Meeting with the TA on Thursday Feb, 1st to discuss project planning.

Sprint team members

Name	Role
Seth Ojo	Contributing Team Member
Sev Nielsen	Contributing Team Member
Ziyi Xia	Contributing Team Member
Baizhen Li	Contributing Team Member

Sprint planning meeting items

Previous sprint summary

Sprint theme	N/A
Issues completed	0
Issues left	0
Team Capacity	4

Summary	This is our first Scrum meeting
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Details Current sprint

Start date	Tuesday Jan 30
End date	Thursday Feb 01
Sprint theme	Case Diagram/Case Description
Team capacity	4
Issues capacity	1
Individual capacity	Member 1 Member 2 Member 3 Member 4
Potential risks	Not coming up with enough cases Poor Case description
Mitigations	Good communication

Sprint planning resources

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