SCRUM MEETING WEEK (14)

Sprint planning checklist

Preparation	Meeting	Follow up
Preperation through reviewing previews scrum meetings and assigned tasks. Review Github, updated and pending work, review, and push and current work. Consider operations for final week in completing scrum assignment and M5 documentation. Tie up loose ends on outstanding work, and ensure all is running for final submissions.	Scrum Meeting 14 had been post-poned due to medical emergency Group members were contacted individually in regards to coimpleting M5 work Seth has committed to completing his portion of allocated work for M5 documentation. Xia has also complied and updated much of his work regarding testing and admin functionality before completing M5 documentation	Team final follow up and disbanded will be complete after submission of M5 documentation. It's been a pleasure.

Sprint team members

Name	Role
Sev Nielsen	Scrum Master / Full Stack Dev
Seth Ojo	Back-End Dev
Xia Ziyi	Back-End Dev
Baizhen Li	Front-End Dev

Sprint planning meeting items

Previous sprint summary

Sprint theme	Documentation
Issues completed	3/4
Issues left	6
Team Capacity	50%
Summary	Manged branches and completed MVP working version of w-o-n to begin user testing.

Details Current sprint

Start date	04/09/2024
End date	04/17/2024
Sprint theme	Button it Up
Team capacity	50%
Issues capacity	6
Individual capacity	Sev Nielsen 25% - Medical Emergacy & recovery Seth Ojo 25% Xia Ziya 80% Baizhen Li 0% - NA
Potential risks	Exam pressures, and slow healing times
Mitigations	Taking the required time to complete tasks without stress. Strong time management and team goal alignment.

Sprint planning resources

- **https://github.com/SevNielsen/Weather-or-not**