Scrum PM for Name Pending

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# Sprint Planning

Sprint planning will take place in the beginning of each sprint and will be focused on what can be done during the sprint and how it will be done. It will also be used to define clear goals for the sprint.

# Daily Scrum

We will hold daily scrum meetings at 10.00 which will last for approximately 15 minutes. This meeting will be used for summarizing the previous day’s progress and planning work assignments for the current day. It is also where we identify obstacles or other impediments that could prevent the team from reaching the sprint-goals.

# **Sprint Retrospectives**

After every sprint we will hold a sprint retrospective where the group will acknowledge the good and bad things that has happened during the sprint, and create a plan on how to overcome the bad things and prevent them from happening in future sprints (Ex. Tools, Relationships groupwise, Processes etc.).

# **Scrum-Master**

The Scrum-master for this project will be Andreas Lundkvist. His role will be to aid the development team and remove any impediments that could hinder the developers’ progression.

# **Sprint Backlog**

The sprint backlog is a list of tasks that needs to be implemented during the sprint. The sprint backlog may be adjusted during an ongoing sprint as long as the changes do not endanger the sprint-goal or the quality-goal of the sprint. The sprint backlog will be handled by the developers.

# **Technical Debt**

We will try to minimize technical debt by:  
-Building on a solid System Architecture plan which is planned with a focus on modularity.  
-Using the practice of test-driven development to catch bugs in an early state.  
-Trying to document code and decisions both in the code itself and in documents.