**Definition of Done**

**1) Product Backlog**

* Code produces correct functionality for features. To be assessed by product owner
* All code written by team is documented at the beginning with its contents and purpose
* Each function is documented with pre/post-conditions as well as a description
* Project builds without errors
* Unit tests are written within the acceptance criteria and passed
* Feature that is fully completed is on all test environments and is identical to the version on the production platform
* Feature tested against acceptance criteria
* Changes recorded in a change log in Github repository
* Peer code review by someone on the development team that was not the main contributor to the module
* Master Github branch updated
* Item removed from Trello board

**2) Sprint**

* DoD of all product backlog items for this sprint are met
* All To Do’s are completed
* Product backlog updated
* Performance tests passed - all functions work correctly in a respectable amount of time. For small updates this should be a few seconds and for large updates more time can be allowed
* All bugs fixed and logged in trello board under “bugs” green tab when resolved red when not
* Sprint marked as ready for the production deployment by the Product Owner
* Powerpoint with all backlog items completed this sprint and a burndown chart created for stakeholders

**3) Deployment**

* Code completed
* Environments are prepared for release
* All unit and functional tests are passed according to product backlog and product owners requests
* All acceptance criterias are met
* All To Do’s resolved
* Ok from entire team
* Check that no unintegrated work remains in any development or staging areas. Mostly referring to incomplete stretch goals
* Project in its entirety posted to the Github and organized by current standards