Planned Activities and Artifacts - How will these proceed? Cyclical?

- Proceed using the Scrum methodology by using sprints and retrospectives to track our progress.
- Standups will be held daily to ensure the team is aware of all progress and blockers
- Sprint planning will be held biweekly on Wednesdays at 5pm, alternating with retrospective
- Sponsor meeting will be held weekly on Tuesdays from 5:00pm to 6:15pm
- Itineraries for the next sponsor
- Retrospectives will be held biweekly on Mondays
- Weekly4Ups will be done asynchronously on Fridays
- Sponsor Meeting Retrospectives will be held weekly on Thursdays from 5:00pm to 6:15pm

Roles - How they interface with your methodology

- Andreas Leonard-Calcano
    - Tech Lead
    - DevOps
    - System Architect
- Dominique Smith-Rodriguez
    - Design Specialist (UI/UX)
- Ethan Hower
    - Tech Minion
    - Documentation Specialist
- Peter Cesmegi
    - Frontend Dev Lead
    - Database Master
- Skyler Herman
    - Sponsor Communication Lead
    - Scribe
    - Scrum Master/Project Manager

Standards and Quality Practices - How will testing, deployment verification, etc. work?

- Pull request reviews will ensure our code is tested before being pushed to main
- Deployment will be handled through github actions for our website, actual product deployment is tbd

- Unit Testing will be done by every team member when implementing new features on feature and dev branches
- Staging Environment for testing project builds

Tools - What tools will help with your chosen methodology?

- Github Projects will help to manage stories and tasks
- DailyBot will help with virtual standups
- Toggle Track will help with tracking time
- Discord will help our team and coach communicate easily
- MS Teams will help our team and coach communicate with our sponsors

Metrics and Measurements - Another element of the project plan that will affect and be affected by this one.

- Standard burndown chart for representing and predicting the amount of work to be done in a given time frame
- Number of changes or change requests to understand how our requirements are evolving overtime
- Documentation completeness/accuracy to ensure our code is readable and maintainable
- Data Retrieval (speed or quality) to determine the efficiency of our retrieval