Agenda Sprint 1 Planning (Week 4)

Location: Drebbelweg Hall TBA

Datum: 06/03/2023

Time: 15:45 - 16:45

Attendees: Iarina (TA), Tudor(Chair), Teun(Minute taker), Oleh, Alexandru, Sagar

Agenda-items

15:45 - 15:48 **Opening**

(welcome, overview of the agenda items for today)

15:48 - 15:52 **Feedback on the minutes from last meeting +**

**Additions to the agenda**

15:52 - 15:55 **Check-in**

(git-assignments, setup the project, completion of exercises in the slides/understanding of the topics)

15:55 - 16:00 **Introduction - sprint setup**

Recap on what a sprint is, overview on our sprints;

procedure on sprint planning

16:00 - 16:07 **Selection of a pool of tasks**

We select an upper bound of tasks we would be satisfied to have until the next week - quick debate

16:07 - 16:15 **Decision of the effort of each task**

We play a quick form of card poker, for each task in the pool - SpreadSheet

16:15 - 16:35 **LOOP**

**Stage 1**: Calculate the average difficulty of all tasks (fast, using spreadsheet formula)

**Stage 2**: Everyone selects a set of tasks, their sum being around calculated average => equality

**Stage 3**:

**Case 1**: Feeling that it's too much work / too little for 1

week -> drop/add some of the tasks, go to **Stage 1**

**Case 2:** If general feeling of ok-ness, continue

**Stage 4**: Tasks are clearly attributed to each person, (mySum -

avgSum) is taken into account for the next Sprint, for further equal attribution of tasks

16:35 - 16:40 **Question Round + additions**

16:40 - 16:45 **Closing**