

SCRUM MEETING WEEK 6

Sprint planning checklist

Preparation	Meeting	Follow up
- Current Project Requirements overview with TA	- Sub-Task Assignment for team members	- Sub-Task Check-In

Sprint team members

Name	Role
Noah Chan	Team Member
Greta Tödtmann	Scrum Master
Angelina Dubrule	Team Member
Peter Szabo	Team Member
Zoë Dale	Team Member

Sprint planning meeting items

Previous sprint summary

Sprint theme	Requirements (DFDs and UML)
Issues Completed	8
Issues Left	0
Team capacity	40
Summary	Completed the M2 tasks and all the requirement diagrams. (DFDs and UML class diagram)

Details Current sprint

Start date	2024/02/14
End date	2024/02/28
Sprint theme	Preparing for M3. Setting up database environments and planning
Team capacity	80
Issues capacity	20 (4 hours per issue)
Individual capacity	Noah Chan: 16 Greta Tödtmann: 16 Angelina Dubrule: 16 Peter Szabo: 16 Zoë Dale: 16
Potential risks	Poor time management, Sick team member, class conflict, midterm
Mitigations	Team Check Ins on Discord, split work between remaining team members if someone is unable to finish.