**Milestone 1: SDLC and Diagrams**

1) what Scrum ceremonies you will do (daily/periodic standups, sprint planning, task estimation/grooming, sprint retrospectives, etc.) ?

We will do sprint planning so that we have a clear view of the tasks we need to complete in a timely manner.

2) how long your sprints will take?

Our sprints will take about 2 weeks, depending on assigned dates.

3) Will you do in-person or virtual standups and how often will you do them?

We will do virtual standups through zoom, at least once a week.

4) How will you communicate

We will communicate mainly using the discord app. If we require a meeting, we will conduct a meeting on Zoom.

5) How will you keep track of tasks that you are working on?

We will use the Trello app to write each of our tasks and use it to help keep track of the tasks that we’ve completed, and plan out the tasks that we have not yet completed.

6) Other items???

We may use the github project planner to keep track of tasks if it is useful. If not, we will stick to Trello.