## **Datum: 18/04 - 2022**

Next meeting 10:00 22/4

# SPRINT PLANNING

Go over the product backlog.

* Get a clearer view of the product goal
  + Make a *really* good mockup

Estimate time/effort for each user story.

* Assignees are responsible for coming up with tasks related to user stories

Determine which stories should be worked on in the coming sprint.

**Done**

Work distribution.

**Done**

# SPRINT REVIEW

Process

1. What went well, and why?

2. How can we replicate that success in the next sprint?

3. What could have gone better, and why?

4. Is this issue preventable with a process adjustment?

5. How can we streamline and simplify our process to make it easier?

6. Does everyone fully understand our process?

# Time

1. Were our original time estimates accurate?

Resources

1. Was the workload appropriate for the resources that we have?

2. Was work distributed evenly?