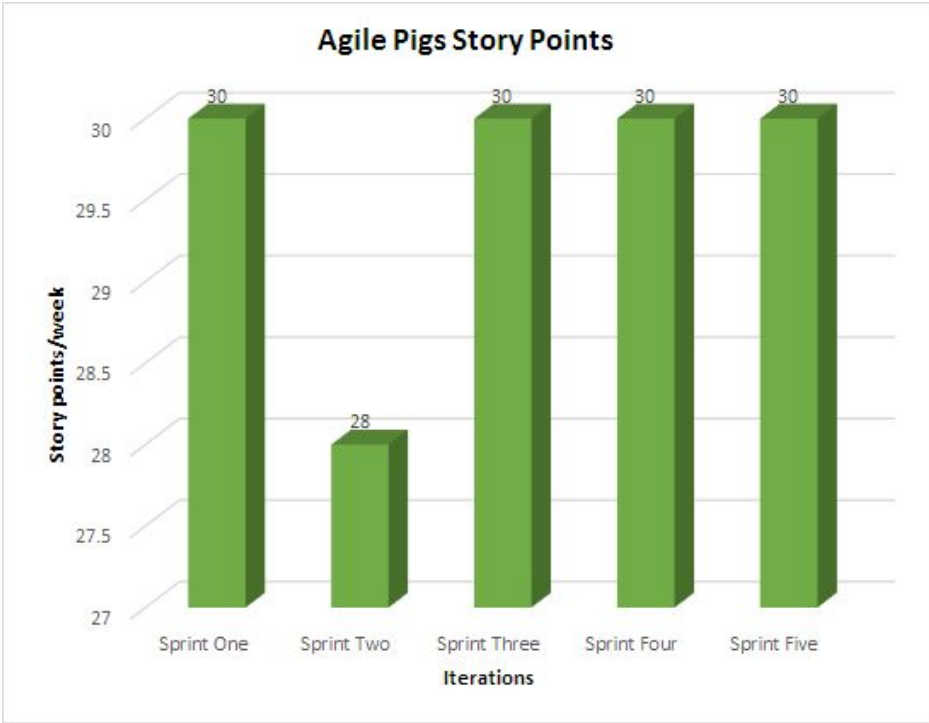
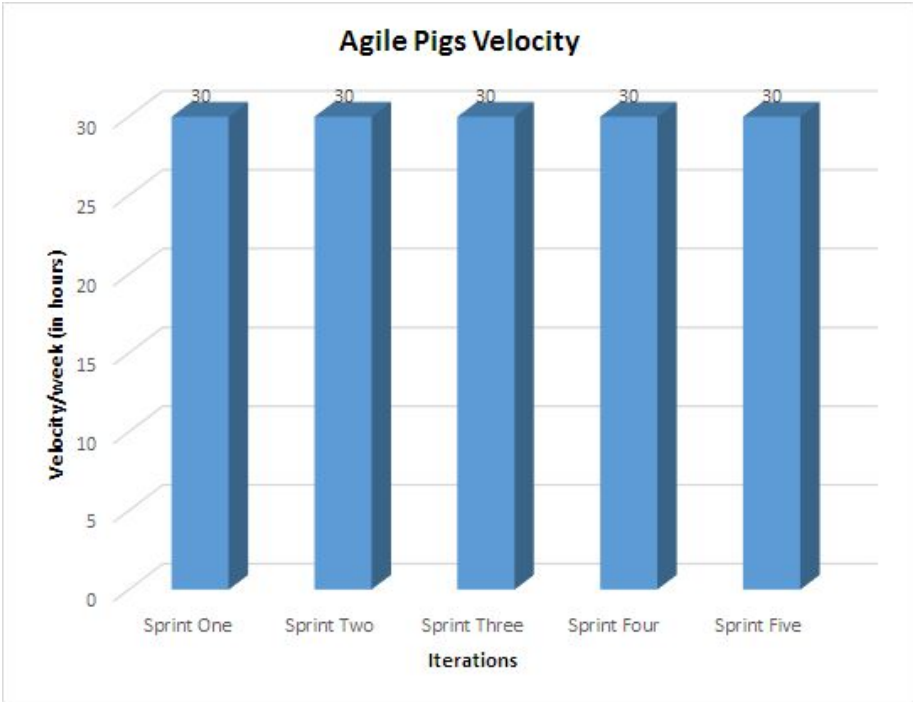
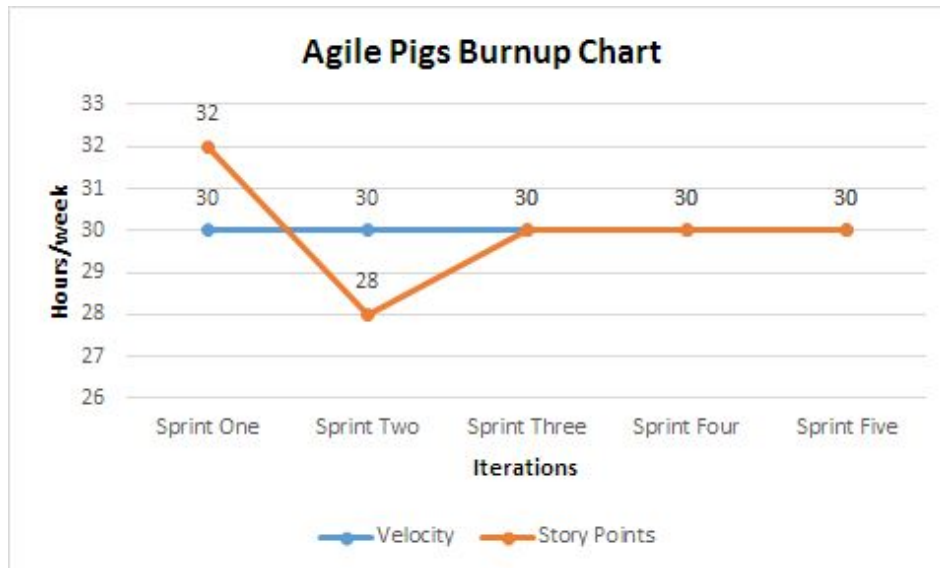


Sprint 5 Wrap-up and Retrospective

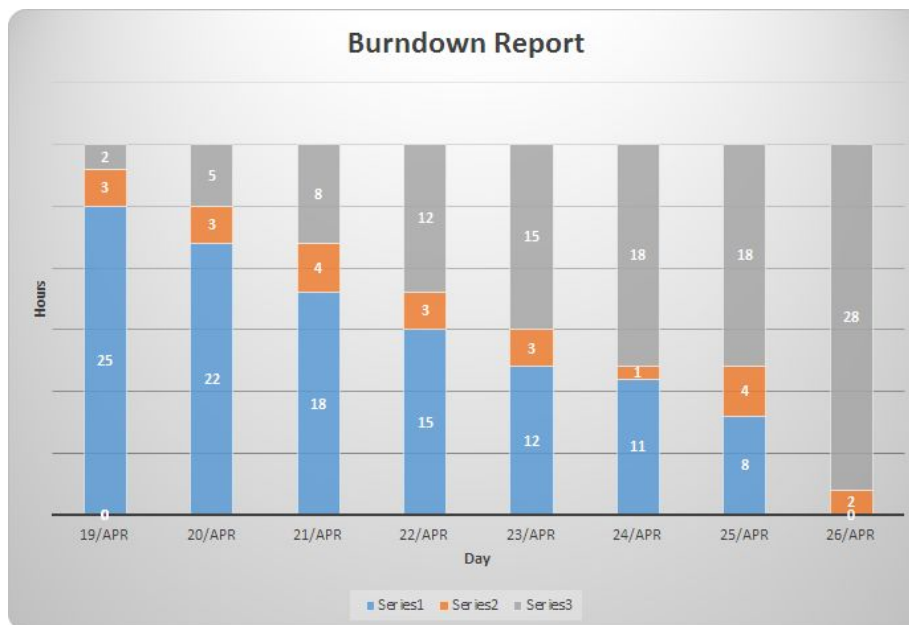




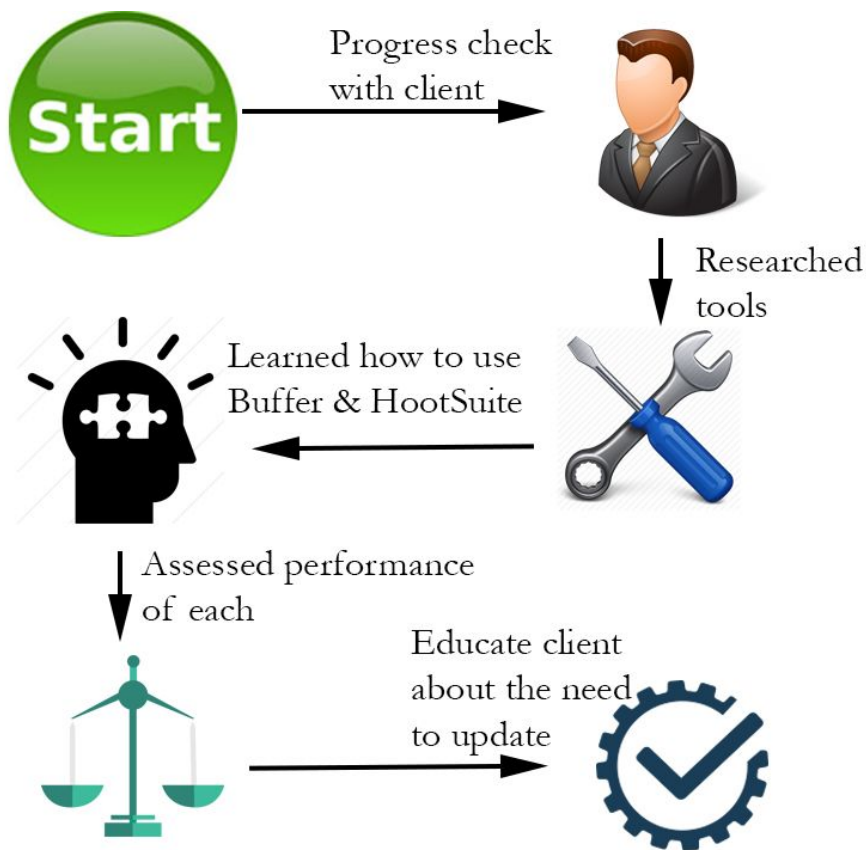
Story points:

1. Met with the client to ensure progress on right path - 4
2. Researched tools to be used by the client - 6
3. Learned how to Buffer and HootSuite - 7
4. Compared the two platforms and assessed a better tool - 6
5. Educated the client about auto-updating and populating events - 7

Total 30



	19/Apr	20/Apr	21/Apr	22/Apr	23/Apr	24/Apr	25/Apr	26/Apr
Not Started	25	22	18	15	12	11	8	0
In Progress	3	3	4	3	3	1	4	2
Completed	2	5	8	12	15	18	18	28
Total Backlog	30	30	30	30	30	30	30	30



AGILE PIGS **WORKFLOW**
Sprint Five

1.Goals and targets for past sprint (4/19 - 4/26)

Our main goal for this past sprint has been to introduce our client to the social media tool: Buffer. We wanted to arrange a WebEx meeting and walk our client through the different basic features and how do use them.

2.Accomplishments for past sprint (4/19 - 4/26)

Task	Explanation
Decide which social media tool to use	Our team has researched the tools Buffer and HootSuite, and we've decided that Buffer best suits the needs of the client.
Meet with the client	Our team met with the client through WebEx. The focus of the meeting was to show the client how to use Buffer, and its basic features.

3.Next sprint (moving forward)

Start work on: We will create new social media accounts for Stem Center to work with. We will set up a Buffer account to manage these new social media accounts for the client as well as teaching them how to use Buffer.

Continue work on: Get well acquainted with Buffer and its features.

4.Assessment of status

Assessment of Identifying Problems:

Now that we know Social Media is a powerful tool to help gain awareness of CyberGirlz, we will find an easy solution to manage these different platforms. We have also identified the areas of improvement in the CyberGirlz website and their social media accounts. We will need to teach the client how to use enterprise solutions such as Buffer.

Obstacles/ Constraints:

There are free enterprises that help manage social media, but they might not be enough. We will also need to get familiar with a platform Stem Center wishes to use.

5.Sprint Five: Retrospective

For sprint 5, the team met with their client from STEM center through WebEx to teach them how to use Buffer, a web app designed to make updating their social media easier and more efficient. The team also asked their client to populate their social media accounts using Buffer with upcoming events, such as their CTF event.

What worked:

Showing the client how to use Buffer and getting him interested in it was successful. The client seemed enthusiastic when we introduced him to the solution.

What didn't work:

A challenge the team faced was getting the client to use our solution, Buffer, within the week. The client contacted us with his concerns about him not being comfortable enough with social media to use buffer but has handed off the responsibility of using Buffer to his colleague. His colleague has now become our primary client.

What you stopped doing:

The team stopped trying to update their social media accounts and instead taught the client how to use Buffer as this is a more sustainable as well as scalable solution.

What you have continued to do:

The team will continue to teach the client how to use Buffer and have set up a meeting with our client for a training session on April 28, 2016 at 4:30PM.

Current Result of Plans

Category	Why
Implemented and working	<ol style="list-style-type: none">1. Set up WebEx meeting with our client and thoroughly explained how to connect all social media accounts using Buffer2. Understand tools to be used by the client3. Velocity; help balance our workload4. Our ways of communicating - facebook, instant messaging, group chat, WebEx, Google Docs5. Client was very excited and eager to use buffer to use for their social media updates to expand

Implemented but not working	<ol style="list-style-type: none"> 1. Update their social media accounts one by one 2. Are now using Buffer instead
Not implemented	<ol style="list-style-type: none"> 1. Creating a full website for our client

Plans for Improvement

1. Teach client how to fully understand Buffer and seamlessly work with it
2. Spread word of the club for people to join
 - a. Making themselves public so people are aware
3. Continue research
4. Use cloud based communication tools to meet with client