

Sprint Planning 04: 10/30 - 11/08

Scrum Master: Sarah S.

Product Backlog

Sprint Planning:

- Sprint Cycle Interval: 10/30/23 - 11/08/23
- Team Capacity: 72 hours
 - Sarah S: 12 hours
 - Carine: 12 hours
 - Brandon: 11 hours
 - Jason: 11 hours
 - Sarah P: 11 hours
 - Kay: 15 hours
- Identify Work:
 - BRD: Core Component Revisions (cont. Sprint 2, 3) (Original Hours - 7 hours)
 - BRD: Phase 1 Revisions (cont. Sprint 2, 3) (Original Hours - 12 hours)
 - BRD: Phase 2 Revisions (cont. Sprint 2, 3) (Original Hours - 8 hours)
 - High-level Design: Architecture (cont. Sprint 3) (Original Hours - 8 hours)
 - High-level Design: Abstraction & Flow of Control (cont. Sprint 3) (Original Hours - 8 hours)
 - Project Plan: Dates & Estimates (cont. Sprint 3) (Original Hours - 4 hours)
 - Project Plan: Milestones (cont. Sprint 3) (Original Hours - 3 hours)
 - Project Plan: Roadmap (Original Hours - 5 hours)
 - Project Plan: Risks (Original Hours - 4 hours)

- Data Access Library (Original Hours - 7 hours)
- Logging Library (Original Hours - 5 hours)
- Team Review 2: Sprint 4 Documentation (Original Hours - 2 hours)
- Assign Work:
 - Kay
 - i. BRD: Core Component Revisions (Original Hours - 7 hours)
 - ii. Logging Library (Original Hours - 5 hours)
 - iii. ****Secondary**** BRD: Phase 1 Revisions
 - Total: 7 hrs + 5 hrs = 12 hrs
 - Calculations: 12 hrs - 15 hrs = -3 EP
 - Net EP: -3
 - Carine
 - i. BRD: Phase 1 Revisions (Original Hours - 12 hours)
 - ii. ****Secondary**** BRD: Phase 2 Revisions
 - Total: 12 hrs
 - Calculations: 12 hrs - 12 hrs = 0 EP
 - Net EP: 0
 - Sarah P.
 - i. Project Plan: Risks (Original Hours - 4 hours)
 - ii. Data Access Library (Original Hours - 7 hours)
 - Total: 4 hrs + 7 hrs = 11 hrs
 - Calculations: 11 hrs - 11 hrs = 0 EP
 - Net EP: 0
 - Brandon
 - i. High-level Design: Architecture (Original Hours - 8 hours)
 - ii. Project Plan: Roadmap (Original Hours - 5 hours)
 - Total: 8 hrs + 5 hrs = 13 hrs
 - Calculations: 13 hrs - 11 hrs = 2 EP
 - Net EP: 2
 - Jason
 - i. BRD: Phase 2 Revisions (Original Hours - 8 hours)

- ii. ****Secondary**** High-level Design: Abstraction & Flow of Control

Total: 8 hrs

Calculations: 8 hrs - 11 hrs = -3 EP

Net EP: -3

- Sarah S.

- i. High-level Design: Abstraction & Flow of Control (Original Hours - 8 hours)
- ii. Project Plan: Dates & Estimates (Original Hours - 4 hours)
- iii. Project Plan: Milestones (Original Hours - 3 hours)
- iv. Team Review 2: Sprint 4 Documentation (Original Hours - 2 hours)

Total: 8 hrs + 4 hrs + 3 hrs + 2 hrs = 17 hrs

Calculations: 17 hrs - 12 hrs = 5 EP

Net EP: 5

- Task Breakdown:

- Kay

- BRD: Core Component Revisions (5 hours
REDUCED HOURS FROM SPRINT 3)
- Logging Library (Original Hours - 5 hours)
- ****Secondary**** BRD: Phase 1 Revisions (4 hours
SPLIT HOURS WITH PRIMARY: CARINE)

Total: 5 hrs + 5 hrs + 4 hrs = 14 hrs

Calculations: 14 hrs - 15 hrs = -1 EP

Net EP: -1

- Carine

- BRD: Phase 1 Revisions (8 hours *SPLIT HOURS WITH SECONDARY: KAY*)
- ****Secondary**** BRD: Phase 2 Revisions (2 hours
SPLIT HOURS WITH PRIMARY: JASON)

Total: 8 hrs + 2 hrs = 10 hrs

Calculations: 10 hrs - 12 hrs = -2 EP

Net EP: -2

- Sarah P.
 - Project Plan: Risks (4 hours)
 - Data Access Library (7 hours)
 - Total: 4 hrs + 7 hrs = 11 hrs
 - Calculations: 11 hrs - 11 hrs = 0 EP
 - Net EP: 0
- Brandon
 - High-level Design: Architecture (6 hours
REDUCED HOURS FROM SPRINT 3)
 - Project Plan: Roadmap (5 hours)
 - Total: 6 hrs + 5 hrs = 11 hrs
 - Calculations: 11 hrs - 11 hrs = 0 EP
 - Net EP: 0
- Jason
 - BRD: Phase 2 Revisions (6 hours *SPLIT HOURS WITH SECONDARY: CARINE*)
 - **Secondary** High-level Design: Abstraction & Flow of Control (4 hours *SPLIT HOURS WITH PRIMARY: SARAH S.*)
 - Total: 6 hrs + 4 hrs = 10 hrs
 - Calculations: 10 hrs - 11 hrs = -1 EP
 - Net EP: -1
- Sarah S.
 - High-level Design: Abstraction & Flow of Control (4 hours *SPLIT HOURS WITH SECONDARY: JASON*)
 - Project Plan: Dates & Estimates (4 hours)
 - Project Plan: Milestones (3 hours)
 - Team Review 2: Sprint 4 Documentation (2 hours)
 - Total: 4 hrs + 4 hrs + 3 hrs + 2 hrs = 13 hrs
 - Calculations: 13 hrs - 12 hrs = 1 EP
 - Net EP: 1

- Analyze (Team Velocity):
 - Team Capacity: 72 hours
 - Work Item Time: 69 hours
 - Sarah S. will take on work items
 - Extra EP will go towards Milestone 1 work items