

Sprint 03: 10/16 - 10/27

Scrum Master: Sarah S.

Daily Scrums:

Date: 10/16/23	What Did You Work On?	What Are You Going To Work On?	Are You Blocked?
Kay	BRD: Core Component Revisions, Team Review	BRD: Core Component Revisions	no
Carine	BRD: Phase 1 Revisions, Team Review	BRD: Core Component Revisions	no
Jason	Team Review	N/A	no
Brandon	BRD: Core Component Revisions, Team Review	BRD: Core Component Revisions, Matrix	no
Sarah P.	BRD: Core Component Revisions, Team Review	BRD: Core Component Revisions	no
Sarah S.	Sprint 3 Documents, Team Review	BRD: Core Component Revisions	no

Date: 10/18/23	What Did You Work On?	What Are You Going To Work On?	Are You Blocked?
Kay	BRD: Core Component Revisions	BRD: Core Component Revisions	no
Carine	BRD: Universal Reqs	BRD: Universal Reqs	yes
Jason	N/A	N/A	no
Brandon	BRD: Core Component Revisions	BRD: Core Component Revisions	no
Sarah P.	BRD: Core Component Revisions	BRD: Core Component Revisions	no
Sarah S.	BRD: Core Component Revisions	BRD: Core Component Revisions	no

Date: 10/19/23	What Did You Work On?	What Are You Going To Work On?	Are You Blocked?
Kay	BRD: Core Component Revisions	BRD: Phase 1 Revision	no
Carine	BRD: Universal Reqs	BRD: Feedback Revision	no
Jason	N/A	BRD: Feedback Revision	no
Brandon	BRD: Core Component Revisions	BRD: Core Component Revisions	no
Sarah P.	N/A	BRD: Core Component Revisions	no
Sarah S.	BRD: Core Component Revisions	BRD: User Type Descriptions	no

Date: 10/20/23	What Did You Work On?	What Are You Going To Work On?	Are You Blocked?
Kay	BRD: Phase 1 Revision	BRD: Feedback Revision	no
Carine	BRD: Feedback Revision	BRD: Feedback Revision	no
Jason	BRD: Feedback Revision	BRD: Feedback Revision	no
Brandon	BRD: Core Component Revisions	BRD: Core Component Revisions	no
Sarah P.	BRD: Core Component Revisions	BRD: Core Component Revisions	no
Sarah S.	BRD: User Type Descriptions	BRD: Feedback Revisions	no

Date: 10/22/23	What Did You Work On?	What Are You Going To Work On?	Are You Blocked?
---------------------------	------------------------------	---------------------------------------	-------------------------

Kay	BRD: Feedback Revision	BRD: Phase 1 Revision	no
Carine	BRD: Error Handling, Phase 1 revisions	BRD: Error Handling, Phase 1 revisions	no
Jason	BRD: Feedback Revision	BRD: Feedback Revision, BRD: Overview	no
Brandon	BRD: Core Component Revisions	BRD: Core Component Revisions	no
Sarah P.	BRD: Core Component Revisions	BRD: Core Component Revisions	no
Sarah S.	BRD: Feedback Revisions	High-level Design: Abstraction	no

Date: 10/23/23	What Did You Work On?	What Are You Going To Work On?	Are You Blocked?
Kay	BRD: Phase 1 Revision	BRD: Feedback Revision	no
Carine	BRD: Error Handling, Phase 1 revisions	BRD: Feedback	no
Jason	BRD: Feedback Revision, BRD: Overview	BRD: Feedback Revision, BRD: Overview	no
Brandon	BRD: Core Component Revisions	BRD: Core Component Revisions	no
Sarah P.	BRD: Core Component Revisions	BRD: Core Component Revisions	no
Sarah S.	BRD: Feature Revisions	BRD: Feature Revisions	no

Date: 10/25/23	What Did You Work On?	What Are You Going To Work On?	Are You Blocked?
Kay	BRD: Feature Revisions	BRD: Revisions	no

Carine	BRD: Feature Revisions	BRD: Revisions	no
Jason	BRD: Feedback Revision	BRD: Revisions	no
Brandon	BRD: Feature Revisions	Project Plan: Charts	no
Sarah P.	BRD: Feature Revisions	Project Plan: Risks	no
Sarah S.	BRD: Feature Revisions	Project Plan: Scrum Dates	no

Date: 10/26/23	What Did You Work On?	What Are You Going To Work On?	Are You Blocked?
Kay	BRD: Feedback Revision	BRD: Phase 1 Revisions	no
Carine			no
Jason	BRD: Feedback Revisions	BRD:Feedback Revisions	no
Brandon	Project Plan: Charts	Project Plan: Charts	no
Sarah P.	Project Plan: Risk, Decision Tree	Project Plan: Risk	no
Sarah S.	Project Plan: Outline, Scrum Dates	Project Plan: Scrum Dates	no

Date: 10/28/23	What Did You Work On?	What Are You Going To Work On?	Are You Blocked?
Kay	BRD: Phase 1 Revisions	BRD: Phase 1 Revisions	no
Carine			no
Jason	BRD: Feedback Revisions	BRD: Feedback Revisions	no
Brandon	N/A	Project Plan: Charts	no
Sarah P.	N/A	Project Plan: Risk	no

Sarah S.	Project Plan: Scrum Dates	Project Plan: Hour Estimates, Sprint 4 Docs	no
-----------------	----------------------------------	--	-----------

Date: 10/29/23	What Did You Work On?	What Are You Going To Work On?	Are You Blocked?
Kay	BRD: Phase 1 Revisions	BRD: Phase 1 Revisions	no
Carine	BRD: Phase 1 Revisions	BRD: Phase 1 Revisions	no
Jason	BRD: Feedback Revisions	BRD: Feedback Revisions	no
Brandon	Project Plan: Charts	Project Plan: Charts	no
Sarah P.	Project Plan: Risk	Project Plan: Risk	no
Sarah S.	Project Plan: Hour Estimates, Sprint 4 Docs	Project Plan: Estimates	no

[Burndown Chart](#)

Parking Lot:

- Everyone work on their own feature revisions in BRD then move on to assigned work in sprint planning
- Need to have people work on Project Planning and Milestone items
- Use Project Planning for descoping BRD