07/09/2012

Agenda:

1. Items Planning for the Sprint
2. Retrospective
   1. Lessons learned
   2. Start
   3. Stop
   4. Continue
   5. Review Old Retrospective meeting document
3. Sprint Planning
   1. Pickup items for squish
   2. Discuss in detail
   3. Impact Analysis
   4. Story Point Estimation
   5. Task Identification
   6. Efforts Estimation

Points discussed:

1. Items Planning for the Sprint:

9452 – (75) Additional Stories - To done

10137 – (90) Spill over from previous June Sprint 2

9837 – (100) Related to 10206 (Needs to be updated in the Sprint for 6.1.10 and ranking needed)

8159 – (100) Allwin code completed – review and plan for push to QA

8096 – (100) Allwin code completed – review and plan for push to QA

Per Info from Pad on 07/02:

9834 - (95) to be addressed in the next sprint – Ranking (100)

10181 – (100) to be addressed in the next sprint – Ranking (100)

10105 – (90) as per Michelle

Darrell – Priorities:

10047

9388 Related - 10048, 10049, 10135, 10134, 10136, 10139

Lessons Learnt:

1. Unique ranking and prioritisation before sprint planning should be available
2. Consolidated product backlog not available in TFS
3. Need time to setup the infrastructure in TFS to achieve point 2
4. QA database out of sync and creates issues with testing and needs to be made immediately same version as similar to Prod.
5. Need QA environment similar to Prod

Start:

1. Regular refresh of QA data
2. Consolidating the product backlog in TFS
3. Unique ranking in TFS
4. Report generation from TFS
5. Impact analysis before estimation should be done
6. QA to check with originator / PO / PPO on clarifications on requirements/test case review in the beginning. In case of no response not coming immediately (if Originator / PO / PPO are busy). Then QA to setup meeting / call and get clarity.
7. QA Release Plan to be provided and updated by dev team
8. QA Status to be updated in Sprint Backlog
9. Update the status of items in TFS and squish on progress of items.
10. Update Spike hours

Stop:

1. Estimation before impact analysis
2. Writing test scenarios / cases before availability of requirement clarity.
3. Capture support hours but stop reporting.

Continue:

1. Updating the Sprint / Support hours
2. Work distribution among team
3. Keep documenting the solution of the problem in squish system

Review Old Retrospective meeting document:

Capacity Plan for 07/09 to 07/20 :

Darrell – All Available

Senthil - 1 day

Allwin – All Available

Pad - All Available

Sugumar -