Sprint Planning

## Know the end from the beginning

* When the sprint ends: 3/31/2022
* How many hours you have to work on this project this sprint: 25 hours
* Who is going to be here on what days (vacation / other class priorities): There are no vacations and school schedule fluctuates, however we will meet on the following days: 3/20, 3/22, 3/24, 3/27, 3/29, 3/30
* Pick a metric to evaluate each other on during the retrospective: Hours worked
* For sprints 2 & 3: List 1 item from your retrospective that you said you were going to do better at that you are going to focus on this sprint.
  + We put a lot more time into the project than what we did in sprint 2. We focused up to try and make up for our lost time last sprint.
* Assign a ScrumMaster for this sprint: Quinn Ormond
  + Ian Adams
  + Jake Epperson
  + Quinn Ormond (scrum master)
  + Dave Storey

## Fill out details for each story

* Make sure all previous stories in the “Done” column are archived in your GitHub project: (Done)
* Each story that you bring in has a description with: (Done)
  + Size estimate by the team
    - Small (< 1 day)
    - Medium (1 day)
    - Large (2 days)
    - Any larger than this should be broken down into smaller tasks
  + Description of what is in scope, what’s out of scope
  + Acceptance criteria in the description stating what it will look like when it’s done
  + Tasks that will be accomplished to complete the story
    - These tasks can be created in the GitHub project as notes (but then convert them to issues so that you can assign a person)
    - Assign a size estimate to each task (S, M, L)
* Stories and tasks should not be assigned to a specific person (unless carrying over from a previous sprint)

## Artifacts

* Stories / tasks are created and on the sprint backlog (Done)
* Create a spreadsheet graph for burndown by totaling up the size estimates and setting that as your amount of work left to do. (commit and push to /docs/planning/SprintXBurndown.xlsx) (Done)
* Sprint planning document (with the top section information to /docs/planning/SprintX.docx)
  + Attach a screenshot of your Sprint Backlog after planning

Graphical user interface, application, email

Description automatically generated