**SPRINT #3**

**Day 1 20/05**

**REVIEW MEETING**

Product Owner discusses about the old user stories, what have been worked on during Spring #2 and the difference between them and the new ones that have been refined. The mistake has been by not following correctly the formulation of the user story: Who? What? Why?

For the moment no new user stories will be created besides these ones.

**PLANNING MEETING**

Product Owner and Scrum Master are opening the meeting by reminding the team the purpose and the end goal of the team’s project. The velocity chart is being discussed and presented the current status of the team. Incomplete backlog items from Sprint #2 have been moved back to the Product Backlog from the Sprint Backlog.

Product Owner selects the backlog items to be worked in Sprint #3, and the team confirms its capacity and team makes the assumption that everything should be finished in this Sprint.

As the team can use some work from Sprint #1 and Sprint #2, Product Owner has selected a total of 11 user stories.

Team decides that the concept of a finished user stories must include:

* Analysis
* Design
* Coding
* Testing
* Documentation

**Daily meeting #1**

Dave is not present for the day, but he announced in time and he will do some independent work.

The aim of today is to do: use case diagram, activity diagram, use case descriptions, system sequence diagram.

Limited work power is the impediment of the group project.

No other issues to report.

**Daily meeting #2 - 21/05**

Yesterday we’ve done: use case diagram, activity diagram, use case descriptions, system sequence diagram.

For today we have to do: test cases, domain model, design class diagram and sequence diagram.

We will have a review on the work later on today to establish the progress and if corrections / further editing is needed and no other issues to report so far.

**Sprint 3 daily meeting #3 - 22/05**

Yesterday did: test cases, domain model, design class diagram, coding

For today we have to do: sequence diagram, last parts of coding, Junit testing and java doc

Issues to report: No

Kenneth Jensen is missing without providing any reasons for his absence

**-> Retrospective meeting**

Participants in today’s meeting are: Jaume Lopez (Product Owner/ Team member), Florin Bordei (Scrum Master/ Team member), Dave Joe Le (Team member). Missing out without reasons: Kenneth Jensen. Kenneth has announced that his role as a Scrum Master cannot be performed anymore as he is facing health issues.

Scrum master presents the new changes in the role’s assignment of the team.

Scrum master asks each team member on their experience from the previous Sprint. Each member takes stage and expresses their experiences.

Scrum master reviews action items from the current Sprint and Team evaluates:

* be strict on following the steps: analysis, design, coding, testing -> delivery: accomplished
* team members to be more involved in the project: partially accomplished
* Team members to announce in time their lack of availability: partially accomplished
* Scrum master to follow more strictly the morning meetings to set up the tone for the day: accomplished
* breaking down tasks and complete them one by one: accomplished

Team had a major boost in productivity following the necessary steps in order to deliver user stories. We need more improvement on following that, so we can deliver more and more user stories.

Evaluation of the hours / story points on the backlog items has been re-evaluated and now we are more realistic, which decreases the amount of stress and pressure.

Different format of the morning meetings should be more precise on the tasks that we have to accomplish for the day, break down even more tasks and deliver them one by one.