Sprint #1 Planning

Sprint Planning date	Apr 1, 2024
Project lead	@Yeji Kim

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✅ Sprint planning checklist

Preparation	Meeting	Follow up
☑ Prepare Groomed Product Backlog Items ☑ Reserve Meeting Room	☐ Present Velocity ☐ Calculate Team Capacity ☐ Confirm Sprint Backlogs	☐ Update Trello Backlogs

👥 Sprint team members

Name	Role
@Yeji Kim	Product Manager
@Hosang Yoon	Developer, Scrum Master
@Mandeep	Developer
@Vinith	Developer

✏️ Sprint planning meeting items

Agenda

Sprint #1 Planning – CreValu	
1:00 PM – 1:30 PM	Sprint Goal
1:30 PM – 2:00 PM	Determine Capacity
2:00 PM – 2:45 PM	Product Backlog Review/Discussion
2:45 PM – 3:30 PM	Sprint Backlog Selection
3:30 PM – 4:15 PM	Sprint Backlog Estimation
4:15 PM – 5:00 PM	Finalize and Assign Tasks

Sprint summary

Sprint goal	Basic feature for accessing user accounts and an application form
User Stories	1. Create an account 2. Authenticate a user 3. Fill in the application form
Sprint Period	Apr 1, 2024 - Apr 12, 2024
Daily Scrum	10:00 am - 10:15 am at the cafe
Sprint Demo	Apr 12, 2024 , 1:00 pm in room 4

Velocity

📋 SENG8100 - Crevalu

Estimated Team Velocity: 20

Capacity planning

	Current sprint	Previous sprint
Total days	14 days	14 days
Team capacity	90%	100%
Projected capacity	18 points	20 points
Individual capacity	@Yeji Kim 4 @Hosang Yoon 5 @Mandeep 5 @Vinith 4	@Yeji Kim 5 @Hosang Yoon 5 @Mandeep 5 @Vinith 5

Potential risks

Risk	Mitigation

Sprint Backlog

Backlog	Story Points	Assignee
UI Design for sign-in and sign-up	1	@Yeji Kim
Design user database	3	@Mandeep
Implement Sign-in and sign-up feature	8	@Hosang Yoon @Vinith @Mandeep
Authentication	3	@ Vinith
Design loan application form	2	@Yeji Kim

📚 Sprint planning resources

Sprint boards and retrospectives

- 🔲 SENG8100 - Crevalu
- Previous Sprint Retrospectives

Team resources and definitions

- 📄 CreValu Product Backlogs
- 📄 Product Backlogs for MVP Release