SCRUM MEETING WEEK (8)

**:white_check_mark: Sprint planning checklist**

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| **Preparation** | **Meeting** | **Follow up** |
| * ​​Learnt Functional and Non functional requirements * Learnt Project description in depth expectations * Learnt use case diagrams * Learnt User Stories * Learnt User Requirements | * ​​Discussed completion of items in milestone 2 * Discussed preparation for Milestone 3 | * ​​Implement items for Milestone 3 |

**:busts_in_silhouette: Sprint team members**

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| --- | --- |
| **Name** | **Role** |
| ​​ Zain Ali | * Planning Testing Plan * Planning Design Patterns |
| Karim Jassani | Planning Testing Plan  Planning Design Patterns |
| Dylan Robles | Planning Sequence Diagrams  Planning Class Diagrams |
| Aadil Shaji | Planning Testing Plan  Planning Design Patterns |
| Tyler Possela | Planning Sequence Diagrams  Planning Class Diagrams |
|  |  |

** Sprint planning meeting items**

**Previous sprint summary**

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| --- | --- |
| **Sprint theme** | ​​Milestone 2 Completion |
| **Issues completed** | ​​ 5 |
| **Issues left** | 0 |
| **Team Capacity** | 90% |
| **Summary** | ​​ Completed and submitted all requirements described in Milestone 2 |

**Details Current sprint**

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| --- | --- |
| **Start date** | ​​ 2/26/2024 |
| **End date** | 3/1/2024 |
| **Sprint theme** | ​​ Planning M3 |
| **Team capacity** | 90% |
| **Issues capacity** | 90% |
| **Individual capacity** | Dylan Robles - 100%  Tyler Possela – 100%  Aadil Shaji – 90%  Zain Ali – 80%  Karim Jassani – 95% |
| **Potential risks** | Some members have multiple midterms/ assignments due in this week. Could lead to delays to task completion |
| **Mitigations** | Holding online meeting on Thursday to allow for more flexibitllity |

**:books: Sprint planning resources**

* COSC 310 – Software Engineering slides
* Crisp Sprint Planning Checklist