**Report**

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| Scrum Master: | Khor Wei San |
| Development Team: | Khoo Boo Han, Khoo May Zhing, Kok Chong Chen, Koh Choon Teng |
| Sprint Length: | 3 week per sprint (05/12/2016 - 25/12/2016) |

As a Scrum Master, my responsibility is to lead our development team to complete the committed work on time and fulfil the stakeholder requirements in second sprint.

I have conducted a 15 minutes meeting daily to discuss the task to do and task completed with all team members. The short but effective communications helped us to ensure that we are doing the right things so that we do not go against our target. All team members will speak out the problems faced without hesitate so that we can solve the problems together.

In this sprint, we add on more functions to the Taxi System. There are total 8 user stories to complete in this sprint. Our team working against the time to make sure that all the task can be completed on time. We keep the functions as simple as it needed. We do not work for extra functions that are not required in order to save time and cost.

Although we felt the time pressure, but it made us more motivated. Our team is not fear of stress but we accept the challenge. We always motivate each other. We worked together to complete all the 8 user stories that meets stakeholder requirements and merged the whole system on time.

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| **Week** | **Developer’s Name** | **Completed (%)** | **Task in Charged (user stories title)** | **Epics title** |
| 10 | Koh Choon Teng,  Khoo Boo Han,  Khoo May Zhing | 100% | Edit Personal Information | Customer Login Module |
| Koh Choon Teng,  Khoo May Zhing | 100% | Send Promotion Code | Staff Module |
| Khoo Boo Han,  Khoo May Zhing | 100% | Update Status | Driver Module |
|  | Khoo May Zhing,  Kok Chong Chen | 100% | View Customer Details | Staff Module |

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| 11 | Koh Choon Teng,  Kok Chong Chen,  Khoo May Zhing | 100% | Send Notification | Driver Module |
| Khoo May Zhing,  Kok Chong Chen | 100% | Retrieve Driver | Driver Module |
| Khoo Boo Han,  Kok Chong Chen,  Khoo May Zhing | 100% | View Reservation History | Reservation Module |
|  | Khoo Boo Han,  Koh Choon Teng,  Khoo May Zhing | 100% | Generate Report | Staff Module |