

Sprint #2 Report – Voice Capsule by the Voice Capsulators - 11/7/2021

Actions to Stop Doing:

- Splitting up tasks in a way that requires us to wait for each other to finish work to continue

Actions to Start Doing:

- Work on parallelizing our work to improve efficiency

Actions to Keep Doing:

- Identifying specific tasks that need to be completed
- Setting reminders for meetings ~5 minutes before
 - Great for making sure we all attend the daily Scrum meetings
- Maintain communication over Discord/etc.
 - Discord is the best way to communicate for all of us and features enough tools for collaboration
- Keeping up TSRs
 - Self-explanatory
- Meeting times continue to work well for everyone
- Maintain 5 minute grace period before meetings start
 - If we have a quorum by the first five minutes, we let the meeting go for its usual five minutes upon doing so.

Work Completed/Not Completed:

Complete:	Not Complete:
<i>As a mindful individual, I want to send my future-self positive messages and affirmations.</i>	<i>As someone who loves hearing messages from the past, I want to be able to download and save voice notes that have been sent to me</i>

Work Completion Rate:

- 1/2 user stories completed
- 5.75/13.75 hours of ideal work hours completed
- 14-day sprint
- 0.071 user stories/day completed
- 0.41 ideal work hours/day completed

Burnup Chart as of the end of Sprint 2:

