**Calculation**: Actual tasks / Estimated tasks completed

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| --- | --- |
| **Score (%)** | **Action** |
| **TM < 50** | 1. Immediately, inform your supervisor about the slip within 24 hours. 2. Then use the same mitigation as the category 50 < TM < 90 and seriously consider dropping tasks. |
| **50 < TM <= 90** | 1. Re-estimate the tasks for the future iterations. 2. Deduct the number of days behind schedule from buffer days. 3. If there is no more buffer day, decide the functionalities to drop. |
| **90 < TM <= 110** | Our estimates are fairly accurate, and we are roughly on track.   1. Add/Deduct the number of days behind schedule from buffer days. 2. If there is no more buffer day, decide the functionalities to drop |
| **110 < TM <= 150** | Gross over-estimated the effort required.   1. Re-estimate the tasks for the future iterations. 2. Add the number of days gained to buffer days. |
| **150 < TM** | 1. Immediately, inform your supervisor about the slip within 24 hours. 2. Then use the same mitigation as the category 110 < SM < 150 |

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| **Iteration** | **TM Score** | **Mitigation Actions** |
| 1 | 1 | Our estimates are fairly accurate, and we are roughly on track.   1. Add/Deduct the number of days behind schedule from buffer days. 2. If there is no more buffer day, decide the functionalities to drop |
| 2 |  |  |
| 3 |  |  |
| 4 |  |  |
| 5 |  |  |
| 6 |  |  |