## **First Sprint of the project**

### Step one: Role Distribution for the project meeting

* Product Owner: Zhi Li
* Scrum Master: Sang Kyu Kim
* Scrum Team: Shixin Tang, Lisi Cao, Linlin Xie

### Step two: Daily Scrum

* Backlog check: review the client interview and detailing to-do list
* Check the schedule regarding due-date
* Discuss about the production and workflow

### Step three: Tasks in progress

## Project Management Tool (Trello)

* Tracking the progress of each task



