Organisation

# GENERAL

For a global overview of the state of work we introduced trello in our project.

Trello helps us to see what must be done in a sprint and who does it. It also gives a nice overview what tasks are finished, in work, etc.

# SCRUM MASTER

Our scrum muster will be Alexandra Vogel.

# SPRINT PLANNING

The planning for the next sprint is done every Thursday evening in the Hochschule München.

The tasks for the next sprint are documented in [trello](htttps://trello.com).

Every sprint all tasks are dropped in the “not started” column.

# DAILY SCRUM

Every Tuesday there will be the “daily scrum” meeting over skype, because everybody works at home and WedoIT has not the budget to rent a office.