Sprint 1 Intermediate Product Report

Team Name: ezamu.com - A High School Career & College Guidance Platform

Team Members: Ivy Lo, Austin Poon, Matthew Hernandez, Sai Lakshmi Lingam, and Arshia Rajeshnarayanan

Sponsor: Moses Katakanya

Date: 09/28/2025

1. Overview

- **Sprint Goal**: The goal of this sprint was to learn more about the Ezamu platform and finalize some user testing we did in Sprint 0. Another goal was to communicate with the sponsor and provide them with the necessary information to place us in the proper groups and be assigned tasks.
- **Work Completed**: In this sprint we individually created and edited our own resumes to be submitted to our sponsor. We also took a personality assessment that gives in depth detail on each of our strengths and weaknesses as well as workplace habits we might have. All this information was then sent to the sponsor where he will review how compatible we may be with each other and assign us to teams with delegated tasks.

2. Achievements

- **User Stories**:
    1. As a student, they want an improved UI design so the sponsor wants to understand the strengths and weaknesses of the development team to properly assign tasks and place each member in the correct team to work on the UI, so that UI changes will reflect what the student wants.

3. Risk Management

Risk Identification and Assessment

1. **Technical Risks:**
    a. Security Vulnerability
        i. **Likelihood:** Medium
        ii. **Impact:** Medium
    b. Compatibility issues between mobile and desktop versions of the website
        i. **Likelihood:** Medium
        ii. **Impact:** Low

2. **External Risk:**
    a. Users Switching to Mobile
        i. **Likelihood:** Low
        ii. **Impact:** High
    b. Negative trends in market research
        i. **Likelihood:** Low
        ii. **Impact:** Medium
3. **Organizational Risk:**
    a. Confusing User Interface
        i. **Likelihood:** Medium
        ii. **Impact:** High
    b. Unclear overall vision between team members and product owner
        i. **Likelihood:** Low
        ii. **Impact:** Medium
4. **Project Management Risk:**
    a. Vague Deliverable Descriptions
        i. **Likelihood:** Low
        ii. **Impact:** High
    b. Deadline management issues
        i. **Likelihood:** Medium
        ii. **Impact:** High
5. **Team Risk:**
    a. Communication Issues
        i. **Likelihood:** Low
        ii. **Impact:** High
    b. Lack of UX experience between team members
        i. **Likelihood:** Low
        ii. **Impact:** Medium

Foreseen Risks and Challenges

In regards to users switching to mobile, vague deliverable descriptions, and communication issues, the "low" likelihood is fairly accurate. We do not anticipate running into these risks, and if the team were to come across them, they can be swiftly dealt with. Security vulnerabilities and confusing user interface pose more of a potential threat to the productivity and quality of our work. Although they have a higher chance of happening compared to the external, project management, and team risks, the team is ready to respond immediately when these issues are encountered.

Report Unexpected Risks and Challenges

Compatibility between the desktop and mobile versions of the site, negative trends in the market research, unaligned goals between the development team and the product owner, deadline

management issues, and lack of UI/UX interface experience are all possible risks to the project. However, these are risks we do not expect to occur, and are ready to be handled if they do arise. The team is confident that these risks will not hinder our ability to produce results expected by the product owner and the team.

Update Ongoing Risk Management

Constant communication within the team will ensure that all instructions and deliverables are clearly defined. Near-daily check-ins will keep the entire team informed of the progress made during the sprint, as well as immediate areas of focus and pain points. Stand up meetings will establish the work to be completed before the next sprint and meeting with the sponsor, as well as determine the next steps for the following sprints.

Incorporate Risk Management

Confirming that the backlog aligns with the goals of the product owner will guarantee that the proper tasks are prioritized and completed timely. Constant revisions to the work of the development team with reports during the stand up meetings will verify the correct work is done well. Having clear lines of communication between the development team and the product owner will further guarantee that nothing is done incorrectly.

4. Contribution Metrics

- **Overall Team Velocity**: 15
- **Velocity by Each Team Member**:
    - Ivy Lo: 3
    - Austin Poon: 3
    - Matthew Hernandez: 3
    - Sai Lakshmi Lingam: 3
    - Arshia Rajeshnarayanan: 3
- **Chart of Historical Velocity**:
    - Team Average: 15
    - Individual Team Members: [Chart not applicable to sprint 1]
- **Accuracy of Estimated Effort**: All of the team members completed the same number of tasks assigned to them, each of which required about the same amount of effort per person. Thus each person worked on 3 story points where the estimated effort is believed to be accurate and the tasks were done successfully during the sprint.

5. Evidence

- Taiga Board: [Link]
- GitHub Repository: [Link]
- Contributor's Graph: Image

- Explanation of Outliers:
  - If one or more team members have a low velocity, please explain the circumstances and how this will be remedied in the future: N/A

6. Feedback Summary

- **Feedback Summary**: Feedback was all positive from the product owner, expressing how pleased he was with the work we've done thus far.
- **Addressed Feedback**: Feedback was given verbally during our weekly meeting on Zoom, with all members and product owners present. Product owners were able to provide the development team with an anticipated scope of work based on our completed tasks.

7. Updates

- **Adjustments**:
  - No adjustments needed
- **New or Withdrawn EPICs/User Stories**:
  - No changes to EPICs or User Stories
- **Changes in Priority**:
  - No changes in priority

8. Signature from the Product Owner/Client

Re: ASU Capstone Sprint 1 Intermediate Product Report Signature External Inbox ×

Moses M. M 8:52 PM (5 minutes ago)
to Austin, me, Arshia, Matthew, Sai, Prosper

Here is a revised version of your message, rewritten for clarity and conciseness while preserving the original context:

Subject: Confirmation of Sprint 1 Review and Attached Intern Report

I am writing to confirm that I met with the intern team and reviewed the progress of **Sprint 1**, which ran from **Wednesday, Sept 17 to Tuesday, Sept 30**.

Sprint Report – Cycle 1
Project Title: *Team Building Project*
As part of this sprint, the student interns, in collaboration with our company, developed the **Ezamu Internship System**—a structured, four-phase framework designed to build a mutually beneficial relationship between Ezamu and its interns.

Please see the attached documents generated during this sprint cycle.

Let me know if you'd like a version formatted as an email or memo.