SCRUM MEETING WEEK (5)

**:white_check_mark: Sprint planning checklist**

| **Preparation** | **Meeting** | **Follow up** |
| --- | --- | --- |
| ​​ | ​​ | ​​ |

**:busts_in_silhouette: Sprint team members**

| **Name** | **Role** |
| --- | --- |
| ​​ Oliver Medgyesi | ​​ N/A |
| Rory Hazlett | N/A |
| Stefan Spataro | N/A |
| Prateek Balani | N/A |
| Mariya Putwa | N/A |
|  |  |

** Sprint planning meeting items**

**Previous sprint summary**

| **Sprint theme** | ​​ This is our first sprint |
| --- | --- |
| **Issues completed** | ​​ There were no issues in our first sprint. |
| **Issues left** | There are no issues left. |
| **Team Capacity** | 5 |
| **Summary** | ​​ We did not have a previous scrum meeting. |

**Details Current sprint**

| **Start date** | ​​ 2024/02/06 |
| --- | --- |
| **End date** | 2024/02/11 |
| **Sprint theme** | ​​ Milestone 2 |
| **Team capacity** | 5 |
| **Issues capacity** | Full |
| **Individual capacity** | Oliver Medgyesu  Rory Hazlett  Stefan Spataro  Mariya Putwa  Prateek Balani |
| **Potential risks** | Handing in the milestone late, not attending the lab. |
| **Mitigations** |  |

**:books: Sprint planning resources**

* Finish functional requirements
* Create milestone 2 pdf and include all details that are in canvas.