**Agile activity and assignment**

**Problem statements-**

Plan an annual party for the organisation.

**Activity**

First 10 mins:

Prepare a high-level draft of your solution. This should include the following**:**

* **Scope –** To plan an annual party for the organisation.

High-level details (Such as dates, venue, number of people etc)

1. Choose Most Effective time to hold our event.
2. Venue
3. Team to help execute the event
4. Decorations
5. Create a Cost- Effective party menu.
6. Different sports (Indoor) or entertainment acts.
7. Classic Family Fun Day
8. Hidden Talent Show

**Milestone 1:**

**Present the idea to the stakeholders –**

We are arranging the annual event for the organization . Questions are below for the event handling,

**Questions –**

1. When the annual party is going to be held?
2. Where the exact venue for the event?
3. How many guests were going to be invited?
4. What type of sports game or entertainment show can be organized?
5. What are the prizes for the games and shows?
6. How can we create a effective party menu?
7. Who is going to anchor the show?
8. What kind of functions are held in the event party?

**Milestone 2**

20 mins

Breakdown your plan/script in chunks/parts/tasks that can be explained independently (Preparation of product backlog)

**Priorities (Important Task)-**

1. Time Scheduling
2. Choosing Effective Venue
3. Decorations
4. Effective Party Menu
5. Guest List and Invitations
6. Arranging shows under the event (Entertainment)
7. Sports
8. Prizes

**Milestone 3**

Sprint 1:

**Sprint planning:**

1. Look over the flexible dates and fix the time and venue
2. With the help of the team mates schedule for the whole event
3. Sending the invitations to the guest list
4. Arrange the decorators and party menu for the event

**Milestone 3.1**

Sprint 2

1. Inviting the guests
2. Venue booking
3. Decorators and the caterers are need to be booked
4. Time schedule for the sub functions ( Eg. Employee of the months,etc)

**Milestone 3.2**

Sprint 3

Execution of the all sprints

* 1. Thanks Speech from the Seniors

**Milestone 3.2**

Sprint 4

1)Prize distribution ceremony organized to distribute prizes to the winners of specific functions and entertainment acts.