New Customer Data Importer 2.0
Team Checkfront
Project Status Report 4
Sprint 2

Period ending:	June 3, 2021

Team Members	Number of Units completed this week
Selina Hashemi	1
Seiji Sagawa	1
Dylan Spence	0

Client:	Checkfront

At the end of this week:

Number of units remaining in the project backlog	100
Number of units remaining in the sprint backlog	11
Number of units currently in progress	13
Number of units currently in review	16
Number of units completed this week	2
Number of new units identified (additional scope) this week	+ 13 - Switch SVG HTML code into React components - Distinguish type of error in Results page

Describe any tasks that could not be completed this week and how are these being addressed:

Task	How is this being addressed?
Import Data - Gift Certificates	The team will clarify the 409 response with the sponsors during the meeting on June 4.
Research - Guest Information	The team will ask Checkfront what guest information will be required to map and how they will handle these guest values during the meeting on June 4.

Describe any long term (more than 1 sprint) tasks that cannot be completed and their impact:

Task	Impact
N/A	N/A

Provide a schedule of this week's meetings and a summary. Include agenda, minutes.

Team Checkfront Meeting Schedule:

Day	Time	Action Item
Monday	9:30 AM	- Brainstorm answers for ENGL 273 Check-in questions
Tuesday	12:00 PM or after ICS 290	
Wednesday	9:30 AM	
Thursday	11:30 AM or after ICS 290	- Add new tasks: - Change SVG HTML code into component - Distinguish type of error in Results page
Friday	9:30 AM	- Add new task: - Change how data is returned from server and how it's received on client

Sponsor Meeting Notes:

[REDACTED]

At the end of each sprint (even numbered weeks), include everything above and the following:

1. **Project end date as estimated at the end of last sprint (based on burn-up chart)**

   July 12, 2021

2. **Project end date as estimated at the end of this sprint (based on burn-up chart)**

   July 12, 2021

3. **Estimated unit completion target for this sprint**

   42 units

4. **Achieved unit completion target for this sprint.**

   2 units

5. **Provide context for any loss or gain in productivity.**

   We have received resources from the sponsor to complete gift certificate tasks.

6. **Estimated unit completion target for next sprint. If different, please explain justification.**

   35 units

7. **Attach a list of tasks addressed in the current sprint and their current state, assigned resource and estimate.**

Current state	Issue name	Units	Assignee
To Do	Research - Guest Information Importation	3	
	Weekly Status Report 5	1	
	Change SVG HTML code into component	5	Seiji
In Progress	Audit Error Handling	8	Dylan
	Import Data - Gift Certificate	5	Dylan
Review	Summary Statement - ENGL 273 Written Progress Report	2	Selina
	Discussion - ENGL 273 Written Progress Report	5	Selina
	Intro / Background - ENGL 273 Written Progress Report	2	Selina
	Concluding Sequence - ENGL 273 Written Progress Report	2	Selina
	Step Tracker Updates for Gift Certificate	5	Seiji
Done	Team Members Info	1	Seiji
	Weekly Status Report 5	1	Seiji, Selina

8. Attach a picture of your completed burn up chart.