**Sprint planning meeting:**

* A sprint planning meeting is when the team (including **the Scrum Master**, **Scrum Product Owner**, and **Scrum Team**) meets to determine which backlog items will be handled in the next sprint.
* // Estimate entire product timeline
* // Estimate timebox for each sprint, features in this print.
* Divide the product features into user stories.
* **Sprint Retrospective:**
* Attendees: Stakeholder, scrum master and product owner
* Feedback in the last sprint to adjust and change the product, or add new features according to the feedback.