Sprint #4 Report
Product Name: Prep N' Plate
Team Name: Prep N' Plate Team
Date: 3/10/2024

Actions to stop doing: The team has not found an action to stop doing as we are satisfied with our process of holding meetings, making each person responsible for their work, and allowing for both independent and synchronous work when the whole group is comfortable.

Actions to start doing: The team has decided to start presenting demos of what they worked on, so that the whole team is aware of and knows the progress of our project. Also, the team needs to become better at creating and managing based on time.

Actions to keep doing: The team has decided to continue holding meetings based on task similarities, as we found that more work got done the more we collaborated together.

Work completed/not completed: This is a list of the user stories that were completed during the previous sprint, and a list of the user stories not completed during this sprint (but which were part of this sprint, and were in the sprint plan).

       Work completed during the previous sprint:
- As a user interested in using Prep N' Plate, I want to be able to receive a grocery list for all my dishes.
- As a user interested in using Prep N' Plate, I want to be able to receive a recipe list for all my dishes.

       Work not completed during this sprint:
- As a user of Prep n' Plate and a busy parent, I need a PDF of my grocery and recipe pages so that I can look at them again.

Work completion rate:
Total number of user stories completed during the prior sprint: 2.
Total number of estimated ideal work hours completed during the prior sprint: 25 ideal hours.
Total number of days during the prior sprint: 12 days.
About 2 average ideal work hours for 1 user story per day across all sprints to date.

Burn Up Chart:

Final Sprint # 4 Chart (Prep N' Plate)

03/10	
☐ Total	36
■ **Complete**	**33**
Remaining	3

Task count

02/28 02/29 03/01 03/02 03/03 03/04 03/05 03/06 03/07 03/08 03/09 03/10

+ 2 more

☐ Total   ■ Completed