

Weekly Brief for the Week #10

(15/05/2023 to 19/05/2023)

Meeting with the Client	No
Sprint	4

1. Current Status

- We didn't meet with the client this week.
- We have already done 9 of the 14 user stories proposed for this sprint, so we feel on track.
- We have already started working on this week's deliverables. At the start of Sprint 4, we decided that it was best to split the team into technical development and deliverables development to guarantee that both areas were successfully covered.
- This way, 3 members of our team were designated to develop the CMPK (Company Media Press Kit), which is already done, and the SFE (Script for the Final Event). The SFE is not yet completed although we already have an initial version of it that we will use tomorrow to discuss it with the team and do the necessary improvements.

2. Plans for the coming weeks

- Next week we will meet with the client on 25/05/2023 to present the work developed throughout Sprint 4. Then we will do a small retrospective for that sprint, as usual.
- We will also work on the Slide Deck for the LGP Challenge and all the planning we need to ensure it all succeeds.

3. Potential Risks

- Since all team members have other projects that are due next week, we fear that the work developed during this Sprint may not be well tested or even incomplete.