SCRUM MEETING WEEK (1)

**:white_check_mark: Sprint planning checklist**

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| --- | --- | --- |
| **Preparation** | **Meeting** | **Follow up** |
| * ​​Ideas for use cases * Rough draft for use case diagram | * Finalize set of use cases to adopt * Write up user stories for important use cases – create account, host create event, host add venue, search & browse event, purchase ticket(s) | * ​​Continue building use case description and/or user stories |

** Sprint team members**

|  |  |
| --- | --- |
| **Name** | **Role** |
| ​​ Yuki Isomura | ​​ |
| Bryce Dixon |  |
| Jared Waldroff |  |
| Jacey Goel |  |
| Adams Chen |  |
|  |  |

** Sprint planning meeting items**

**Previous sprint summary**

|  |  |
| --- | --- |
| **Sprint theme** | ​​e.g., Bugs |
| **Issues completed** | ​​ |
| **Issues left** |  |
| **Team Capacity** |  |
| **Summary** | ​​ |

**Details Current sprint**

|  |  |
| --- | --- |
| **Start date** | ​​ Feb 3, 2024 |
| **End date** | Feb 9, 2024 |
| **Sprint theme** | ​​ Defining functional and non-functional requirements (and start on software structure and architecture design, if time permits) |
| **Team capacity** | 5 |
| **Issues capacity** |  |
| **Individual capacity** | Member 1  Member 2  Member 3  Member 4  Member 5 |
| **Potential risks** | * Missing key feature(s) needed to complete existing functionalities |
| **Mitigations** |  |

** Sprint planning resources**