# Sprint 1 Grading Sheet

**Team number**: _____    Graded by: _____

**Format** of *features.txt* and *tasks-N.txt* files:

- Do **ALL** data-lines in *features.txt* have correct form?                                **Yes    No**

- Do **ALL** data-lines in **ALL** team members' *tasks-N.txt* files have correct form?    **Yes    No**

*If the answer to either of the above is No, your team score on Sprint 1 Process may be a 0 (zero).*
*(So get it right before we grade it).*  See the back of this page for a description of **correct form**.


***Features.txt:***

- Lists features planned for Sprint 1, each with an owner and status?        **Yes    No**

- [After the demo]  Are those status claims reasonably accurate?              **Yes    No**

- Lists features planned for Sprint 2, each with an owner?                    **Yes    No**

- Features listed for Sprint 2 features are described in adequate detail?     **Yes    No**

- Features listed for Sprint 2 are reasonable choices?                        **Yes    No**


***Tasks-N.txt documents:***  *[include entries through and including **11/1**]*

***For Person 1:***

- How many tasks are there for Sprint 1?    **0    1    2    3    4    5    6    7 or more**

- What is her total number of hours worked so far?    _____ ____hours

***For Person 2:***

- How many tasks are there for Sprint 1?    **0    1    2    3    4    5    6    7 or more**

- What is her total number of hours worked so far?    _____ ____hours

***For Person 3:***

- How many tasks are there for Sprint 1?    **0    1    2    3    4    5    6    7 or more**

- What is her total number of hours worked so far?    _____ ____hours

***For Person 4:***

- How many tasks are there for Sprint 1?    **0    1    2    3    4    5    6    7 or more**

- What is her total number of hours worked so far?    _____ ____hours

What features does Person 1 demo?

What features does Person 2 demo?

What features does Person 3 demo?

What features does Person 4 demo?

**_Required format for features.txt and tasks-N.txt files:_**

Each data line of the  `features.txt`  file must have exactly 3 items of data, in the order listed:

1.  A short description of the feature.
    - This can be as brief as something like 3a (referring to the features document).
    - But for most features you will need to list the PART of the feature you intend to implement during the sprint.
2.  The owner of the feature.
3.  [At the end of a sprint] The status of the feature: **_Done_**, **_in progress_**, **_not done_**, or other words of your choosing that describes the status of the feature at the end of the sprint.

Each data line of the  `tasks-N.txt`  file must have exactly 5 items of data, in the order listed:

1.  Date the task was started.
2.  Date the task was completed or abandoned (use **_XXX_** or the like if the task is in progress).
3.  A short description of the task.
    - A feature is generally a noun.  **_A task is generally a verb._**
    - This is what you WILL do, so use future tense.
4.  The status of the task.  It must be one of: **_NOT-STARTED_**, **_IN-PROGRESS_**, **_CANCELLED_**, **_DONE._**
5.  [When the task is done or abandoned]  The hours that you spent on the task.
    - This must be a NUMBER between 0.5 and 2.
    - If you work for longer than 2 hours on something, break it into sub-tasks.

**_Record ALL your work on this project as tasks – in-class AND out-of-class.  Include Sprint 0 work in Sprint 1._**