

SPRINT DOCUMENTATION TEMPLATE

PROJECT: _____

SPRINT # _____

PARTNER: _____

SUMMARY OF SPRINT

What actions did you take this sprint?

SPRINT GOAL

Recap your sprint goal statement.

KEY INSIGHTS

What are the key insights that will be taken forward in the following sprints?

SPRINT SUB-GOALS

Recap your sprint sub-goals.

RESOURCES USED

What resources did you use / consult? e.g. budget, previous research, experts.

DELIVERABLES

What did you deliver? e.g. documentation of process or prototype in the form of photos, presentations, reports, working documents, etc.

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