

Sprint Planning Meeting Minutes:

Project: Addressing Fairness in Large Language Models

Attendees: Erick Pelaez Puig, Elnaz Toreihi, Valeria Giraldo, Jeslyn Chacko

Start time: 9:30 PM

End time: 10:00 PM

After discussion, the velocity of the team was estimated to be 120 hours.

The product owner chose the following user stories to be done during the next sprint. They are ordered based on their priority.

- User Story #1: As a developer, I would like to do research on the first two metrics I will be working on during this sprint.
- User Story #2: As a developer, I would like to complete/answer all 6 goals for the first two metrics.
- User Story #3: As a developer, I would like to update the “Metrics Progress” document to keep my teammates and product owner up to date with what I have completed regarding the metrics.
- User Story #4: As a developer, I would like to update the weekly report with what has been done each week.

The team members indicated their willingness to work on the following user stories.

- Erick Pelaez Puig
 - User Story #1: As a developer, I would like to do research on the first two metrics I will be working on during this sprint.
 - User Story #2: As a developer, I would like to complete/answer all 6 goals for the first two metrics.
 - User Story #3: As a developer, I would like to update the “Metrics Progress” document to keep my teammates and product owner up to date with what I have completed regarding the metrics.
 - User Story #4: As a developer, I would like to update the weekly report with what has been done each week.
- Valeria Giraldo
 - User Story #2: As a developer, I would like to complete/answer all 6 goals for the first two metrics.
 - User Story #3: As a developer, I would like to update the “Metrics Progress” document to keep my teammates and product owner up to date with what I have completed regarding the metrics.
- Jeslyn Chacko
 - User Story #1: As a developer, I would like to do research on the first two metrics I will be working on during this sprint.

- User Story #4: As a developer, I would like to update the weekly report with what has been done each week
- Elnaz Toreihi
 - User Story #1: As a developer, I would like to do research on the first two metrics I will be working on during this sprint.
 - User Story #2: As a developer, I would like to complete/answer all 6 goals for the first two metrics.