**SPRINT PLANNING DOCUMENT TEMPLATE**

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| --- | --- | --- | --- | --- |
| PROJECT NAME | PROJECT MANAGER | START | END | PROJECT DELIVERABLE |
|  |  |  |  |  |

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **TASK** | **FEATURE TYPE** | **RESPONSIBLE** | **START** **DATE** | **END DATE** | **DURATION**in days | **STATUS** | **NOTES** |
| SPRINT 1 |  |  |  |  |  |  |  |
| Feature 1 |  |  |  |  |  |  |  |
| Feature 2 |  |  |  |  |  |  |  |
| Feature 3 |  |  |  |  |  |  |  |
| SPRINT 2 |  |  |  |  |  |  |  |
| Feature 1 |  |  |  |  |  |  |  |
| Feature 2 |  |  |  |  |  |  |  |
| Feature 3 |  |  |  |  |  |  |  |
| SPRINT 3 |  |  |  |  |  |  |  |
| Feature 1 |  |  |  |  |  |  |  |
| Feature 2 |  |  |  |  |  |  |  |
| Feature 3 |  |  |  |  |  |  |  |

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