Agile sprint plan

Example data. The team, people, product, and numbers are fictional. Printable, not a fillable form.

SPRINT DASHBOARD

Sprint: Sprint 25

Current Goal: New users can create an account, sign in, and reset a forgotten password on the web app.

Duration: Mon Nov 2 to Fri Nov 13, 2026 (10 working days)

Focus: Stability and security

Key Deliverable: Sign-up and login API plus the login and sign-up form

Product Owner: Maya (Product Owner, not counted in developer capacity)

CAPACITY

DEVELOPER	ROLE	AVAILABLE DAYS	NOTE
Alex	Backend	10	Full sprint
Ravi	Backend	10	Full sprint
Noor	Frontend	8	2 days of planned leave
Lee	Design	5	Half-time on this team
Jordan	DevOps and QA	9	1 day on the support rota
Total developer-days		42	

Velocity, last three sprints: 30 + 26 + 28 = 84 / 3 = 28 points

Average developer-days in those sprints: 45

Forecast = 28 x (42 / 45) = 26.1, rounded down to 26 points

Points committed: 26 of 26 (P2 items stay in the backlog)

PRODUCT BACKLOG & EXECUTION

TASK NAME	ASSIGNEE	STATUS	COLUMN	SPRINT	DUE	PTS	TAGS
Design login, sign-up, and error states	Lee	To Do	P0	Sprint 25	Nov 4	3	Design
Sign-up API with email and password	Alex	To Do	P0	Sprint 25	Nov 6	5	Backend
Login API with session tokens	Ravi	To Do	P0	Sprint 25	Nov 6	5	Backend
Login and sign-up form	Noor	To Do	P0	Sprint 25	Nov 10	3	Frontend
Password reset by email	Alex	To Do	P1	Sprint 25	Nov 12	5	Backend
Limit repeated failed login attempts	Ravi	To Do	P1	Sprint 25	Nov 12	3	Backend
Run auth tests in CI on every merge	Jordan	To Do	P1	Sprint 25	Nov 5	2	DevOps
User profile page		Backlog	P2	Backlog		5	Frontend
Sign in with Google (OAuth 2.0)		Backlog	P2	Backlog		8	Backend

Roadmap and retrospective

Example data. The team, people, product, and numbers are fictional. Printable, not a fillable form.

STRATEGIC ROADMAP (TIMELINE)

High-level view of Epics and major milestones. Each week column is one calendar week; Sprint 25 spans Weeks 1 and 2.

TEAM	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	WEEK 6
Product Team	Sprint 25 goal: account sign-up and login		Profile and settings scope		Beta invite list	
Design Team	Auth screens	Profile page design		Onboarding emails		
Development Team	Epic: Authentication MVP		Epic: Profile and Google sign-in		Beta hardening	
Operations Team	CI auth tests		Staging monitoring			Milestone: private beta

RETROSPECTIVE (SPRINT REVIEW)

Sprint Review and Retrospective on Fri Nov 13, 2026. Fill this in at the end of the sprint, not during planning.

What went well?

-
-
-

What can be improved?

-
-
-

Action Items

1.
2.
3.