**3.1 The Agile approach: iterating in Sprints**

**Internal meetings:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| What | Who | Frequency | Location | |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**External meetings:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| What | Who | Frequency | Location | |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |