6.2 Planning

Input	Prioritised product Backlog	Output A clear understanding WHAT needs to be done and HOW it will be done	
Participants Team Optional: additional Experts if needed		Frequency/ Duration Once per Sprint, max 2 hours for each week in the Sprint	

Typical Agenda
Select the Items with the highest priority:
Detailed planning of the Items (HOW) by breaking them down into individual Tasks
Commitment: the team commits to delivering the Items by the end of the Sprint.

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