Sprint Retrospective

21 April 2024 / 18:00 / Zoom

Attendees

James Stanton, Herry Ye, Jarren Downward, Ruaan Maharaj

Agenda

- **Reflect**
- **Transparent**

Notes

- James suggests we use Taiga more to split tasks better. He also says we should manage the repository better and make use of branches.
- Jarren says we need to deal with issues earlier and log issues better
- Ruaan says that we need better communication between us.

Key Takeaways

- Improvement Areas:
  - Task Management: Recognize the need for better task management using Taiga to split tasks effectively.
  - Repository Management: Implement better practices for repository management, including the use of branches.
  - Issue Handling: Develop a systematic approach for early issue detection and proper logging.
  - Communication: Improve internal communication to ensure smooth collaboration and project progress.
- Actionable Steps for Next Sprint:
  - Increased Taiga Usage: Encourage the team to use Taiga extensively for task assignment and progress tracking.
  - Repository Management Strategy: Introduce a branching strategy for the repository to facilitate better code management.
  - Issue Logging Process: Create a process for logging issues as soon as they are identified and set up regular reviews to address them.
  - Enhanced Communication: Schedule regular check-ins and use communication tools like Slack or Teams to maintain open lines of communication.

Next Meeting

Product backlog to be confirmed