

See picture on second page for extra clarification

Notes

What was Good?

What was Bad?

What needs Changing?

See picture on second page for extra clarification

# Sprint Retrospective 2

Wednesday, October 20, 2021

8:12 PM

- Can we push back the daily scrum from noon-3pm PST
- Next sprint, plan for meeting times within the sprint instead of individual groups.
- Schedule subgroup meetings

## What was Good?

- Communication
  - between Groups, biweekly progress presentations
  - itemized lists for what to discuss
  - frequent meetings within subgroups
- Resource Sharing
  - links to videos and sites
  - notes on OneNote

## What was Bad?

- Plotting Hours
- Not enough leeway to account for unforeseen incidents
- Lack of Perspective for the Work Items

## What needs Changing?

- Schedule Subgroup Meetings during the Sprint Planning phase
  - like the daily scrum
  - teammates in the group have set days to report progress and ask for feedback/questions
- Email Professor sooner with questions on the Work Item
  - during Sprint Planning, send emails frequently
  - everyone needs to give at least one question to ask the professor
- Split Work Evenly
  - everyone gives a maximum hours/effort to devote on one task
  - determine minimum tasks able to fit into maximum hours
  - assign tasks based on maximum hours and minimum tasks possible
  - give about 30% leeway for each teammate unless they agree to lowering this leeway
- Everyone Signs Off on each Deliverable to show agreement