**CS691, Capstone Project - Retrospective Report**

**Iteration: 1 (Sprint-1)**

Team No: 4

Project Manager: Ketan Patel

Application Name: Custom Threads

Meeting Date: 03/24/2025

Mandatory points to address:

* Velocity (effort) estimation for iterations
* Following the schedule of deliverables
* Slack communication
* Peer-reviews

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| **What Worked Well** | **What can be Improved** | **Suggested Improvement Actions** |
| **Velocity (Effort) Estimation for Iterations:**  The team estimated the effort for each iteration based on user stories and tasks. The initial estimations were mostly accurate for the first iteration, and we were able to complete most of the planned tasks within the designated time.  **Following the Schedule of Deliverables:**  We managed to deliver key features such as account creation and artwork upload functionality within the scheduled time. Milestones were met on time, and deliverables were aligned with the project roadmap.  **Slack Communication:**  Slack was used effectively for daily updates, quick problem-solving, and immediate communication within the team. It helped in resolving issues and discussing progress regularly.  **Peer-Reviews:**  Peer reviews were conducted for code and design elements, which helped in identifying issues early and improving code quality. Collaboration was strong, and feedback was constructive. | **Velocity (Effort) Estimation for Iterations:**  Some tasks took longer than initially expected due to the complexity of new features like account creation, multi-factor authentication, and design previews. These tasks could have benefited from more detailed breakdowns.  **Following the Schedule of Deliverables:**  There were some delays in testing and bug fixes due to unplanned issues with the "Add to Cart" feature, which caused a delay in order creation functionalities.  **Slack Communication:**  Some important discussions were lost in the constant flow of messages, which led to confusion in specific areas such as design validation and artwork upload features.  **Peer-Reviews:**  Some team members struggled with giving timely feedback on peer-reviewed code, which caused minor delays in implementing fixes and enhancements. | **Velocity (Effort) Estimation for Iterations:**  Improve task breakdowns and consider more buffer time for complex features in future iterations. Conduct post-iteration reviews to refine future estimates based on real completion times.  **Following the Schedule of Deliverables:**  Ensure that thorough testing and bug fixes are planned as part of the iteration timeline, particularly for critical functionalities. Allocate more time for testing and quality assurance at the end of each iteration.  **Slack Communication:**  Use dedicated channels for specific tasks (e.g., testing, design, bug reports) to streamline communication. Ensure key decisions are pinned or documented in a shared file for easy reference.  **Peer-Reviews:**  Set clear expectations for review timelines (e.g., 24-48 hours) and allocate specific team members to handle reviews in each iteration to ensure they are done promptly. |