

Sprint 3 Retrospective

What didn't go well:

- Team members absent in sprint planning
 - Longer BRD review than anticipated
- Finding a time for entire team to review BRD
 - Found new tool online to coordinate
- Did not complete all work items in sprint
 - Real life commitments - school, work, etc.
- Revisions and direction from Vong add to time expected from story pointing

Action Items:

- Bring up possible delays during daily standup

What went well:

- Followed projected line for the burndown chart
- Coordination and communication between tasks were improved
- Shorter and more concise standups
- Brought up delays to team members during daily standup (Sprint 2 Retrospective action item)
- Asynchronous reviews went well
- Finished all work items in sprint and adjusted properly to more work items assigned
- Found a way for all members to check-in even if they were not present for standups

What didn't go well:

- Reviews were difficult to coordinate and were much longer than anticipated
 - BRD length, waves of reviews as tasks were completed
- Needed more time than expected for some work items
 - Need to account for review comments and changes better
- Tasks and hours committed were not documented well
- Task allocation was overwhelming
- Review standards are not in-depth/thorough

Action Items:

- Jett Sonoda Backlog Grooming printout needs to show ALL stories (including ones descoped and finished)
- @Team Individual burndown charts per person
- @Team Comment + suggestion when applicable
 - Reply to suggestions to explain the reasoning
- @Team Message or ping the work owner after finishing your review
- @Team Discuss large important discussions after stand-up
 - Post to discord earlier in day to prep group members on topic of discussion