Vong team review 1

Wednesday, October 5, 2022   7:24 PM

Project Backlog
- Add units to effort, planned hours, time spent, etc. in project backlog
- Put everything in github
- Work item column must show previous work done
- Adding deadlines to backlog, both internal and external deadlines

Burndown chart (daily helps us see where we're going at)
- Label lines
- Always label axis to make clear what they are
  - Units as well
  - Chart title is burndown chart
- If you are not done or do more work, it should be negative

Plan sheet
- After calculating task breakdown + estimated efforts, check if they are equal to effort allocated
  - If they are good
  - If not should we go overcapacity this sprint, choose whole different work item, add one of the new items back into backlog
- (Repeated) Need to know if allocated effort = estimated effort for each plan sheet

Sprint retrospective
- Need to explicitly state what was working and what wasn't working in previous action plans
  - (I think he means to include a reason for each action plan bullet)

Put notion screenshots in as part of final sprint burndown
- Take progressive screenshots but most important part is the end where all the numbers lineup

We need individual burndown charts
- Can see if certain tasks are issues, we know our weaknesses
- UI vs Backend tasks vs whatever

Do you have everything updated by the end = important for team reviews

Project backlog will show all the work you will need to do
All the work you've done