

## Sprint 4 Retrospective

### 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 descope 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

	Action item from last retrospective
	Action item N/A in this sprint

### What went well:

- Research sprint avoided burnout
- Sprint duration gave more time to complete tasks
- Daily stand-up personal charts went well
- Discussed important discussions/actions to take after daily stand-up
- Handled client feedback of previous milestones in a timely manner
  - Great office hour feedback due to pertinent questioning

### What didn't go well:

- Delayed addressing relevant team member when blocked
  - Report to scrum master as soon as possible
- Some team members updated daily stand-up charts in an incorrect or untimely manner
  - Cannot modify or change charts after the end of the day

### Action Items:

- Jett Sonoda Backlog Grooming printout needs to show ALL stories
- @Team Comment + suggestion when applicable

- Reply to suggestions to explain the reasoning
- @Team Message or ping the work owner after finishing your review