

PROJECT NAME

SPRINT [NUMBER] RETROSPECTIVE DOCUMENT



[Date]

[Company name]

[Company address]

**Team <PROJECT NAME> Sprint <SPRINT NUMBER> Retrospective Document**

In this retrospection, you will be focusing on the individual introspection.

# What went well?

Use a bulleted list and explain

# What did not go well?

Use a bulleted list and explain

# How should you improve?

1. Mention at least two ways to improve your work in the next sprint.
2. This list should be based on what did not go well in the last sprint.
3. Use bulleted list with details using 2-4 sentences.
4. This improvement is for you as an individual.

# Time estimation

|  |  |  |
| --- | --- | --- |
| Task | Time estimated for the task | Time actually spent |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

Note: Use the planning documents and your work log to fill this table.

# Personal goals

In the last sprint retrospection, you mentioned two goals to improve upon. How were those goals addressed in Sprint 2 and how did you improve as a team member.