**Sprint Retrospective Meeting Minutes**

Attendees: <Enter Attendees' Names>

Start time: <Enter the start time of the meeting>

End time: <Enter the end time of the meeting>

What went wrong?

* Did we do a good job estimating our team's velocity?
  + ...
* Did we do a good job estimating the points (time required) for each user story?
  + ...
* Did each team member work as scheduled?
  + ...

What went right?

How to address the issues in the next sprint?

* How to improve the process?
  + ...
* How to improve the product?
  + ...

**Sprint Retrospective Meeting Minutes**

**RELEASE 6, SPRINT 1:**

Attendees: Masoud, Francisco, Jose Ponce, Dafna Steinberg

Start time: 8:48 am, May 30, 2017

End time: 8:51 am, May 30, 2017

What went wrong?

* Did we do a good job estimating our team's velocity?
  + We could have coordinate better so as to reuse each other’s code instead of duplicating it.(Jose) I second this! (Dafna)

What went right?

* (Dafna Steinberg) There was a lot of communication between team members, and sharing of helpful tips, tricks, and resources.

How to address the issues in the next sprint?

* Plan in advance before starting work.

**Sprint Retrospective Meeting Minutes**

**RELEASE 6, SPRINT 2:**

Attendees: Dafna Steinberg, Jose Ponce

Start time: 2:10

End time: <Enter the end time of the meeting>

What went wrong?

* Did we do a good job estimating our team's velocity?
  + Had some time left at the end.
  + No, I had a lot of idle time. (Dafna)
* Did we do a good job estimating the points (time required) for each user story?
  + No; tasks were finished much faster than anticipated (Dafna).
* Did each team member work as scheduled?
  + …
  + Yes, but I would’ve liked to have more things to work on (Dafna).

What went right?

* Bug fixes were able to be resolved quickly without impacting functionality of the rest of the website (Dafna).

How to address the issues in the next sprint?

* How to improve the process?
  + Would like to see a better division of labor (Dafna).
* How to improve the product?
  + Make it behave more predictably (Dafna)

**Sprint Retrospective Meeting Minutes**

**RELEASE 6, SPRINT 3:**

Attendees: Dafna Steinberg, Jose Ponce

Start time: Mon Jun 26, 2:30 PM

End time: Mon Jun 26, 2:40 PM

What went wrong?

* Did we do a good job estimating our team's velocity?
  + (Dafna) Yes, features were able to be implemented in the time allotted.
  + (Jose) Agree with Dafna, had a little extra time to start on extra work.
* Did we do a good job estimating the points (time required) for each user story?
  + (Dafna) Yes, I knew that one of my user stories (#1264) would occupy most of my time this sprint and I was able to plan accordingly.
  + (Jose) Agree with Dafna.
* Did each team member work as scheduled?
  + (Dafna) Not exactly; I had to be out of town this weekend for a wedding. In terms of documents / diagrams, I didn’t get as much done as I would have liked.
  + (Jose) For me it all went according to schedule.

What went right?

* (Dafna) This was my first serious contribution to the VIP website in terms of features and I am just relieved I managed to execute it without breaking anything in the process. The planning and research I did in preparation for these stories really paid off and I didn’t have much difficulty once I started working with the code.
* (Jose) I don’t have anything of not to mention here.

How to address the issues in the next sprint?

* How to improve the process?
  + (Dafna) The team could benefit from merging git branches more frequently. At our current schedule, merging branches tends to get somewhat complicated and there are many conflicts to be resolved.
  + (Jose) I don’t believe merging more frequently is the answer but instead merging slightly before, say on Sunday instead of Monday so that we have time to complete it before the meeting. Merging unrelated branches often could break us in hard to debug/strange ways that could make us waste even more time.
* How to improve the product?
  + (Dafna) Personally, I feel that the website would benefit from keeping the UI consistent. For example, the form for Accepting / Rejecting projects and student applications could be re-worked to look and behave more like the admin panel. Website does not feel like a very cohesive experience.
  + (Jose) The database needs to be fully redesigned and changed to a relational database because many of the requirements would benefit from actually being able to do joins(instead of having to stitch together the data from multiple queries in javascript). This is not the type of project that should be using mongo. However, i do understand this is extremely time consuming and may even take more time than we have in the remainder of the semester because we don’t just want to put this tables in sql, we want to fully redesign them.

**Sprint Retrospective Meeting Minutes**

**RELEASE 6, SPRINT 4:**

Attendees: Dafna Steinberg, Jose Ponce

Start time: Mon, Jul 10 @ 2:10 PM

End time: Mon, Jul 10 @ 2:30 PM

What went wrong?

* Did we do a good job estimating our team's velocity?
  + For the most part, see below… (Dafna)
  + Mostly yes(Jose)
* Did we do a good job estimating the points (time required) for each user story?
  + No; after some discussion during the checkpoint meeting, we decided that story #1272 (regarding the handling of “semesters”) was too complex to accomplish during the remaining time. It was decided that this story be moved to the backlog to be addressed by later releases of the website. (Dafna)
  + I had some extra time but i took it to work on adapting the selenium tests to handle the changes to the UI.(Jose)
* Did each team member work as scheduled?
  + For the most part yes. However, as explained above, part of the second half was dedicated to fixing the Selenium tests which was not scheduled work.(Jose)
  + Yes, for the first half of the sprint. During the second half of Sprint 4, I don’t believe I worked very efficiently due to some confusion I had regarding deployment / testing (will address this under “issues”). I wanted to be able to do more grammar / punctuation fixes, but had to rush testing b/c I was led to believe that the code freeze was at the end of this sprint. (Dafna)

What went right?

* I’m pretty happy with how the changes to the to-do system turned out, considering the bad foundation I had to work with. A way to clear to-dos in bulk was *sorely* needed. I also think that my method of “matching” to-dos is adequate, considering that I was restricted by working with “legacy” structures. (Dafna)
* Work went by faster than expected. (Jose)

How to address the issues in the next sprint?

* How to improve the process?
  + I felt that there was a lot of miscommunication regarding the alleged “Code Freeze” that was happening this week. Part of the issue is that we hold our meetings right before I have one of my classes, and I do not feel that I have time to ask questions/ seek clarification. (Dafna)
  + Agree with Dafna.(Jose)
* How to improve the product?
  + I agree with Jose’s thoughts about using relational databases. However, I suspect that we may not be using mongoDB to its fullest potential and many of our gripes with it could be easily resolved if we had some time dedicated to researching mongoDB’s features. (Dafna).
  + I hold that(as i have ranted/explained before) the system would greatly benefit from a properly designed 3NF relational database instead of trying to force/use mongo.(Jose)