**Sprint # Retrospective Meeting Minutes**

Attendees: Armado Carrasquillo, Daniel Perez, Santiago Bolivar

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 1 Retrospective Meeting Minutes

Attendees: Armado Carrasquillo, Daniel Perez, Santiago Bolivar

Start time: 8:00 PM

End time: 8:25 PM

What went wrong?

* Did we do a good job estimating our team's velocity?
  + Yes
* Did we do a good job estimating the points (time required) for each user story?
  + Our estimation of time to complete each user story was good, with the exception of the difficulties we had with setting up the development environment.
* Did each team member work as scheduled?
  + Yes

What went right?

* We completed all the user stories planned for this sprint.
* We were able to learn and familiarize the Unreal/Visual Studio environments.
* We were able to learn about game development techniques.

How to address the issues in the next sprint?

* How to improve the process?
  + In case any issues arrive, prompt communication between team members is imperative.
* How to improve the product?
  + Create a simple yet proper flow of events and an organized file directory.
  + Comment code and organize assets properly.

## Sprint 2 Retrospective Meeting Minutes

Attendees: Armado Carrasquillo, Daniel Perez, Santiago Bolivar

Start time: 9:30 AM

End time: 10:00 AM

What went wrong?

* Did we do a good job estimating our team's velocity?
  + Yes
* Did we do a good job estimating the points (time required) for each user story?
  + The estimation to complete the user stories was done correctly. Not many hurdles arose during this sprint.
* Did each team member work as scheduled?
  + Yes

What went right?

* We completed all the user stories planned for this sprint.
* We were able to learn about Level Streaming and utilize it towards the project.
* We successfully gained the needed data from the survey.

How to address the issues in the next sprint?

* How to improve the process?
  + Make sure that communication happens before issues escalate.
* How to improve the product?
  + Only create code pertaining to each user story and let others know when new general code has been added to the project.

## Sprint 3 Retrospective Meeting Minutes

Attendees: Armado Carrasquillo, Daniel Perez, Santiago Bolivar

Start time: 9:30 AM

End time: 10:00 AM

What went wrong?

* Did we do a good job estimating our team's velocity?
  + Yes
* Did we do a good job estimating the points (time required) for each user story?
  + The estimation was done correctly even though some of the tasks took longer than expected.
* Did each team member work as scheduled?
  + Yes

What went right?

* We completed all the user stories planned for this sprint.
* We were able to learn about System and Blueprint interactions.
* We successfully created puzzles for the game.

How to address the issues in the next sprint?

* How to improve the process?
  + Next time that a user story takes more time than the time originally allocated, split the user story into smaller ones early into the sprint.
* How to improve the product?
  + Make sure that content used is optimized for every computer.

## Sprint 4 Retrospective Meeting Minutes

Attendees: Armado Carrasquillo, Daniel Perez, Santiago Bolivar

Start time: 9:30 AM

End time: 10:00 AM

What went wrong?

* Did we do a good job estimating our team's velocity?
  + Yes
* Did we do a good job estimating the points (time required) for each user story?
  + The estimation of time to complete each user story was well planned.
* Did each team member work as scheduled?
  + Yes

What went right?

* We completed all the user stories planned for this sprint.
* We successfully created a HUD for the game.
* We implemented an achievement system for the game.

How to address the issues in the next sprint?

* How to improve the process?
  + Since there were virtually no issues in this sprint, we should maintain the team’s productivity.
* How to improve the product?
  + Maintain the workflow, keep documentation and daily scrum reports up to date.

## Sprint 5 Retrospective Meeting Minutes

Attendees: Armado Carrasquillo, Daniel Perez, Santiago Bolivar

Start time: 9:30 AM

End time: 10:00 AM

What went wrong?

* Did we do a good job estimating our team's velocity?
  + Yes
* Did we do a good job estimating the points (time required) for each user story?
  + The estimation to complete the user stories was accurate. Not many hurdles arose during this sprint.
* Did each team member work as scheduled?
  + Yes

What went right?

* We completed all the user stories planned for this sprint.
* We implemented the metrics for the game.
* We successfully created the menus for the game.

How to address the issues in the next sprint?

* How to improve the process?
  + Maintain the team’s productivity and communicate frequently.
* How to improve the product?
  + Maintain the workflow, keep documentation and daily scrum reports up to date.

## Sprint 6 Retrospective Meeting Minutes

Attendees: Armado Carrasquillo, Daniel Perez, Santiago Bolivar

Start time: 9:30 AM

End time: 10:00 AM

What went wrong?

* Did we do a good job estimating our team's velocity?
  + Yes
* Did we do a good job estimating the points (time required) for each user story?
  + The estimation of time to complete each user story was good, with the exception of the difficulties we had porting the game to VR.
* Did each team member work as scheduled?
  + Yes

What went right?

* We completed all the user stories planned for this sprint.
* We successfully ported the game to VR.
* We alpha tested the game.

How to address the issues in the next sprint?

* How to improve the process?
  + Maintain the team’s productivity and communicate frequently.
* How to improve the product?
  + Maintain the workflow, keep documentation and daily scrum reports up to date.