**Sprint Retrospective Meeting Minutes**

2/2/18

Attendees: Mark Fajet, Juan Alvarado, Andres Cremisini

Start time: 12

End time:12:15

What went wrong?

* Did we do a good job estimating our team's velocity?
  + No
* Did we do a good job estimating the points (time required) for each user story?
  + Yes
* Did each team member work as scheduled?
  + Yes
* Misunderstood requirements for one user story

What went right?

* Lots of progress made on CLI

How to address the issues in the next sprint?

* How to improve the process?
  + Ask more clarifying questions about user story requirements
  + Send sprint planning document for all team members
  + Figure out better ways to communicate
* How to improve the product?
  + Threading
  + Single, compressed file

**Sprint Retrospective Meeting Minutes**

2/16/18

Attendees: Mark Fajet, Juan Alvarado, Andres Cremisini

Start time: 12

End time:12:15

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?
  + Yes
* Did each team member work as scheduled?
  + Yes

Didn’t send update email on time.

What went right?

* Found viable solutions to previous requirements
* Completed user stories in reasonable time

How to address the issues in the next sprint?

* How to improve the process?
  + Implement changes of requirements as the tools evolve
* How to improve the product?
  + GUI, browser choices

**Sprint Retrospective Meeting Minutes**

3/2/18

Attendees: Mark Fajet, Juan Alvarado, Andres Cremisini

Start time: 12

End time:12:15

What went wrong?

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

What went right?

* Lots of progress made on GUI
* Report sent on time
* Important features added

How to address the issues in the next sprint?

* How to improve the process?
  + Have more things in sprint backlog
  + Estimate points better
* How to improve the product?
  + Add styling, make it look “sleek”

**Sprint Retrospective Meeting Minutes**

3/9/18

Attendees: Mark Fajet, Juan Alvarado, Andres Cremisini

Start time: 12

End time:12:15

What went wrong?

* Had to cut sprint in half to get back on class schedule
* 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?
  + Yes
* Did each team member work as scheduled?
  + Yes

What went right?

* Lots of progress made on GUI

How to address the issues in the next sprint?

* How to improve the process?
  + Sprints will be back on schedule
* How to improve the product?
  + Add translation
  + Add extraction

**Sprint Retrospective Meeting Minutes**

3/30/18

Attendees: Mark Fajet, Juan Alvarado, Andres Cremisini

Start time: 12

End time:12:15

What went wrong?

* Nothing
* 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?
  + Yes
* Did each team member work as scheduled?
  + Yes

What went right?

* Lots of progress made on metadata extraction
* Viable future options for body extraction found and will be implemented

How to address the issues in the next sprint?

* How to improve the process?
  + Process is good
* How to improve the product?
  + Add body extraction
  + Reformat wat files
  + Clean output

**Sprint Retrospective Meeting Minutes**

4/13/18

Attendees: Mark Fajet, Juan Alvarado, Andres Cremisini

Start time: 12

End time:12:15

What went wrong?

* Nothing
* 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?
  + Yes
* Did each team member work as scheduled?
  + Yes

What went right?

* Lots of progress made on content extraction
* Viable future options for extending body extraction found and will be implemented

How to address the issues in the next sprint?

* How to improve the process?
  + Process is good
* How to improve the product?
  + Add more metrics for content scoring
  + Get mac build working properly
  + Test on windows